

# Annual Town Report

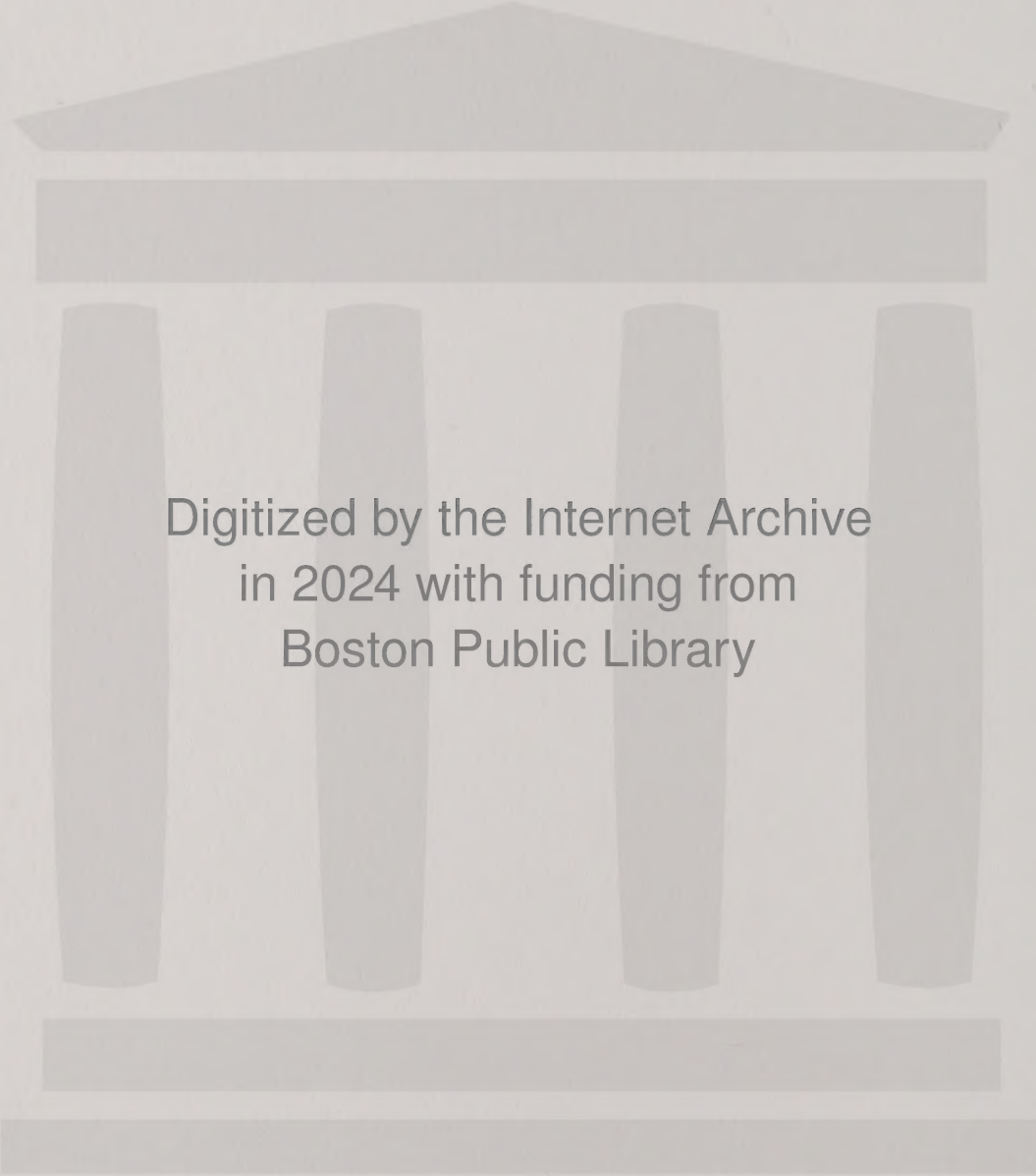


***The Merrimack River featuring the  
Tyngsborough Bridge & the First  
Parish Meeting House***

2020



*Here within this document is the annual report delivered to  
the residents of Tyngsborough, MA in Middlesex County.*



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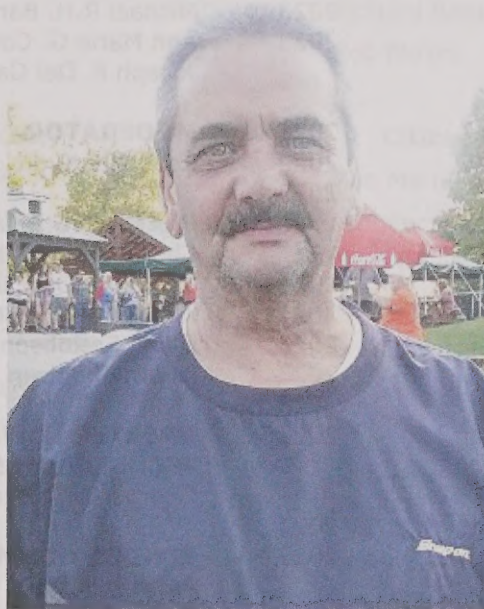
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**Dedication In Loving Memory: Richard J. DeLeo, Jr.**

**October 16, 1953 – May 5, 2020**



Richard J. DeLeo, Jr., a man passionate in his love for his family and his community, passed away at the Emerson Hospital in Concord, following a battle with COVID-19. The beloved husband of Pamela J. (Power) DeLeo was 66 years old.

Rick was born in Malden and raised and educated in Medford. He was the son of the late Richard and Anna DeLeo. Rick was a gifted mechanic who often could diagnose a vehicle with just a verbal description of the sound it was making. He owned his own company, Rick's Auto Supply Co., in Bedford for many years.

Rick would meet his future wife Pam at a young age and marry in 1975. They settled in Tyngsborough where they would raise their three daughters. Rick was a man who genuinely cared about the community he lived in. He was a past member of the School Committee, Building Committee and a current member of the Housing Authority where he held the position of Chairman. Rick was passionate in his beliefs and did not hold back his thoughts. He was well known and respected by those who knew him. People admired him for his advocacy with the school system and the elderly housing in Tyngsborough.

Rick loved his "girls". There was not anything he wouldn't do for them. They were his world. As a family they enjoyed vacationing at Newfound Lake in New Hampshire, where they have a vacation home. The perfect day for Rick would be spending the day with Pam and the girls on "The foot" of the lake or on a "Road Trip" to nowhere. Rick was so happy to become a grandfather. His three grandchildren; Blake, Brody and Finley brought him immense joy.

Rick's commitment to his community was evident in his years of service in Tyngsborough. He selflessly donated his time and efforts to make Tyngsborough a better place for all. The Town of Tyngsborough owes a debt of gratitude to Rick and his family. He is sorely missed.



## Elected Boards & Commissions

### OFFICE BOARD OF SELECTMEN

OFFICE	TERM
Steven A. Nocco	2021
David R. Robson	2021
Richard D. Reault	2022
Ronald J. Keohane	2023
Hillari I. Wennerstrom	2023

### BOARD OF ASSESSORS

OFFICE	TERM
Marie R. Lambert	2021
Jennifer A. Wilson	2022
Ann Marie G. Conant	2023

### BOARD OF HEALTH

OFFICE	TERM
Michael-Ryan Roache	2021
Mary Conant Canter	2021
Michelle A. Riley	2022
Sheila M. Perrault	2023
Alivia Morton	2023
Michael-Ryan Roache	2021

### CEMETERY COMMISSIONERS

OFFICE	TERM
Daniel R. Laforge	2021
Douglas P. Latulippe	2023

### CONSTABLES

OFFICE	TERM
John R. Pelletier	2021

### FINANCE COMMITTEE

OFFICE	TERM
Marie R. Lambert	2021
Conor F. Perrault	2021
Christopher Mellen	2022
Billy K. Crawford	2022
Scott M. Pozerski	2023

### HOUSING AUTHORITY

OFFICE	TERM
Donald Lampron	Appointed
Corliss F. Lambert	2021
Margaret A. Giguere	2023
John R. Pelletier	2024
Brian J. Martin	2025

### OFFICE LIBRARY TRUSTEE

OFFICE	TERM
Paula M. Flaherty	2021
Mary Allgrove	2021
Julie Iatron	2022
Michael R.H. Barton	2022
Ann Marie G. Conant	2023
Joseph F. Del Gaudio	2023

### MODERATOR

OFFICE	TERM
Robert L. Kydd, Jr.	2023

### PLANNING BOARD

OFFICE	TERM
Charles F. Doughty, II	2021
Steven P. O'Neill	2022
Kimberly D. O'Brien	2023
David E. Robson	2024
Jeremy Baldwin	2025

### GREATER LOWELL VOCATIONAL TECHNICAL H.S. COMMITTEE

OFFICE	TERM
George A. Tatseos	2022

### SCHOOL COMMITTEE

OFFICE	TERM
Andrew Michael Moran	2021
Robert L. Mullin II	2021
Anthony F. Tinnirella	2021
Julie Guastucci	2022
Rebecca Stanton	2022
Jeremy Bowe	2023
Ryan P. McMahon	2023

### SEWER COMMISSION

OFFICE	TERM
Darryl A. Wickens	2021
Brian J. Martin	2022
Frederick H. Perrault	2023
Darryl A. Wickens	2021

### TOWN CLERK

OFFICE	TERM
Joanne Shifres	2021

### TREE WARDEN

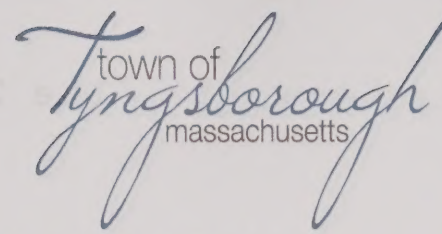
OFFICE	TERM
Douglas P. Latulippe	2023

Submitted by:

Joanne Shifres, Town Clerk



# The 2020 Annual Town Report



## Selectmen Appointments

### Agricultural Commission

Brian Conant	2022
Augustus Skamarycz	2022
Richard Reault	2023
Michael Gagnon	2021
Ellen Parlee	2021

### Animal Inspector

David Robson	2021
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### Animal Control Officer

David Robson	2023
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### Zoning Board of Appeals

Shaun Keegan	2022
Robert L. Kydd, Jr.	2023
Adriana Gioumbakis	2021
Joseph A. Polin	2021
Edward L. Smith	2022
Douglas Latulippe, Alternate	2022

### Board of Registrars

Colleen J. Gabriel	2023
Paul Tassi	2021
Grace Ann Steed	2021

### Constable

Guy J. Gill	2023
Christopher Dery	2022

### Conservation Commission

Bruce Schofield	2022
Chaz Doughty	2020
Edward Smith	2021
Ed Derby	2021

### Capital Asset Management Comt.

Anthony Tinnirella	2021
Burton Buchman	2021
Ronald Keohane	2021
Richard Reault	2021
Rob Mullin	2021

### Citizen's Taxation Aid Committee

Ann Marie Conant	2023
Jennifer Wilson	2023
Lynn Newhouse	2023
Pauline Knight	2022
Brian Martin	2023

### Commission on Disability

Richard Howe	2023
Jack Trottier	2021
Leanne Winchester	2022
Paul Winchester	2021
Karen Wolfe	2023
Rae Ann Jacek, Associate	2024

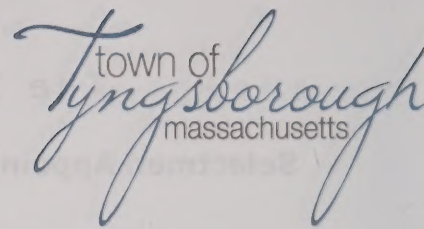
### Community Preservation Committee

Billy Crawford	2021
Edward Smith	2023
Guy Denommee	2022
Joelyn Riley	2022
John Pelletier	2022
Kenneth Times III	2021
Chaz Doughty	2021
Scott Ellis	2021
Warren W. Allgrove Jr.	2023

### Cultural Council

Barbara Monleon	2022
Linda Gillbride	2021
Patricia McLaughlin	2022
Rachel DeCarteret	2021

# The 2020 Annual Town Report



Joseph Kablik	2021
Linda Bown	2022
Patrick Mical	2021

Tammy Adams	2023
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## Emergency Preparedness Committee

James Hustins	2021
Kerri Oun	2021
Matthew Hanson	2021
Richard Howe	2021
Dominic Sementelli	2021

## Emergency Management Director

Wesley Russell	2021
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## Emergency Management Deputy Director

Michael Cassella	2021
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## Forest Warden/Right to Know Officer

Wesley Russell	2021
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## Historical Commission

George Dupras	2021
Jill E. Bowen	2021
John Bowen	2023
Joy K. Richardson	2021
Marie R. Lambert	2022
Susan Morey	2021
Warren W. Allgrove, Jr.	2022
Rob Kydd	2022

Are you interested in serving on a Board or Committee?

At the time this document went to print, the following vacancies existed:

- Recreation Committee
- Council on Aging
- Board of Library Trustees
- Dementia Friendly Tyngsborough Advisory Committee
- Zoning Board of Appeals (Alternate Member)

If you are interested in any of the vacancies above, please contact Colin Loiselle by phone 978-743-5339 or email [cloiselle@tyngsboroughma.gov](mailto:cloiselle@tyngsboroughma.gov)

## Liquor License Officers

Lt. Michael Cassella	2021
Lt. Bryan Nasworthy	2021

## LRTA Representative

Kevin V. O'Connor	2022
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## Master Planning Committee

Brett Johnson	2021
Chaz Doughty	2021
David R. Robson	2021

## Recreation & Parks Committee

Carol Chisolm	2021
Molly Culver, Associate	2021
Heather McGaffigan	2023
Johnny Issenberger, Associate	2022
Michael J. Knight	2023
Phil Culver	2021
Ryan McMahon	2022
Scott Ellis	2021
Stephen Kirby, Associate	2021
Steve Fugazzato	2022



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Joel Hughes	2021	Matthew Bogacz	2022
Joseph DelGuadio	2021	Maureen Baril	2022
Kimberly O'Brien	2021	Theresa Clawson	2021
Mindy Michalek	2021	Robin Diorio, Associate	2022
Nancy Van Alst	2021		
Ronald Keohane	2021	<b>Road Inspector</b>	
Warren Allgrove, Jr.	2021	Jimmy Hustins	2021

## Memorial Day Committee

Christopher Dery	2021
Nancy Johnson	2021

## Sealer of Weights and Measures

Edward Johnson	2021
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## Northern Middlesex Council of Governments

Ronald Keohane	2021
Richard Reault	2021

## Town Education Fund Committee

Diana Keohane	2021
Diane Seltz	2021
Jennifer Finnigan	2021
Michael Flanagan	2021
Nancy Christie	2021

## Parking Clerk

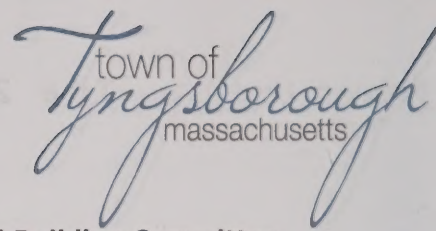
Justin Sultzbach	2021
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## Permitting Authority

Paul Welcome	2021
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Annual appointments expire on July 1 of the year indicated next to the member's name. Each year, the Board asks all members whose terms are expiring if they wish to apply to be re-appointed. The Board also invites members of the public to apply to serve on a Board or Commission. The Board considers all applicants, new and returning, when deciding how to fill positions on the various Boards/Committees appointed by them. If you are interested in any Selectmen-appointed Board or Committee, contact Colin Loiselle by email [cloiselle@tyngsboroughma.gov](mailto:cloiselle@tyngsboroughma.gov) or by phone 978-743-5339.

# The 2020 Annual Town Report



## Trust Fund Committee

Barbara Roche	2021
Christopher Dery	2021
Jennifer Finnigan	2021
Matthew Hanson	2021
Richard Howe	2021

## Veterans Grave Officer and Burial Agent

Christopher Dery	2021
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## Sustainability Committee

Diana Keohane	2022
Liz Antanavica	2022
Jess Langley	2021
Amy Pozerski	2021
Elyse Wolfe	2023
Kristen Keegan	2023
Emily Classon	2021

## Council on Aging

Beverly Rudeen	2021
Charlene R. Muscato	2023
Sharon DiSalvo	2024
Mary Jo Tatseos	2023
Patricia Quinn	2021
Patricia Pontbriant	2021
Robert McCarthy	2023
Roger Downing	2022
Elaine Melanson	2022
Beatrice Stankard	2021

## Middle School Building Committee

Hillari Wennerstrom
Anthony Tinnirella
Matthew Hanson
Justin Sultzbach
Rebecca Stanton
Michael Flanagan
Mark Branco
Christopher Pollet
Domenic Sementelli
Joseph Messina
Paul Mitchell
Amy Pozerski
Karen Cavanagh
Todd Goodrich
Burton J. Buchman



# The 2020 Annual Town Report



## Board of Selectmen

David R. Robson, Chair  
Hillari I. Wennerstrom, Clerk  
Steven A. Nocco, Member

Richard D. Reault, Vice Chair  
Ronald J. Keohane, Member

At the annual election, Hillari Wennerstrom and Ronald Keohane were re-elected to the Board of Selectmen. At the reorganization meeting, David Robson was elected Chair, Richard Reault was elected Vice Chair, and Hillari Wennerstrom was elected Clerk. Activities occupying much of the Selectmen's attention during the year included:

1. COVID-19 Pandemic: The Board of Selectmen spent most of 2020 occupied with the Town's response to the unprecedented COVID-19 pandemic and its wide-ranging impacts on our community. The Board exercised their authority granted by the Commonwealth to extend the due date on municipal tax and sewer bills, waive interest and penalties on late bills, grant temporary outdoor dining licenses to help struggling businesses, and delay the Annual Election & Town Meeting.
2. Town Meeting: The Board held the Annual Town Meeting in September 2020 due to the COVID-19 pandemic. This was the first Town Meeting conducted completely outdoors and went off without a hitch. Town Meeting considered 25 articles including one citizen's petition. Due to the unprecedented nature of the global health crisis and the fact that the pandemic would likely result in a lower-than-usual turnout, the Board emphasized a desire to consider mainly administrative articles and avoid potentially contentious items. Town Meeting did, however, approved a Special Act to the Legislature to allow for associate members on the Conservation Commission as well as a Zoning Amendment relative to Assisted Living Facilities.
3. Budget: In September of 2020, the annual budget was approved at Annual Town Meeting. Through continued stringent fiscal controls and an aggressive strategy to collect back taxes, the Town has maintained an AA+ bond rating. The Town was fortunate to maintain normal local receipts and state funding during the first year of the pandemic. The Town is prepared for a cautious approach to the FY22 and FY23 budgets which may see a larger impact due to the COVID-19 pandemic.
4. Tax Rate: Once again, the Selectmen approved dropping the property tax rate for businesses and residential properties. This helps to attract and maintain businesses thereby providing tax revenues and jobs and lessening the burden on residential taxpayers. The tax rate was set at \$16.07 per thousand of assessed value.

The Board of Selectmen extends its appreciation to Town employees for their hard work during the year. Also, we appreciate the many hours performed by our volunteers on behalf of the Town and its citizens. Our Town would not be the first-rate community that it is without the continued efforts of our employees and volunteers.

Respectfully Submitted,  
David Robson, Chair

## Board of Assessors

The total property valuation of \$1,852,911,793 includes \$546,527 in new growth this past fiscal year, which is an increase of \$85,023. After a review of home sales that occurred during calendar year 2019, the Board determined that property values would increase 4% from the prior year. The average residential property assessment is \$413,400. As in previous years, the Board of Selectmen voted a multiplier of 1 for all commercial and industrial properties, meaning their tax rate remains the same as residential properties. Therefore, the tax rate was set at \$16.07 per thousand of assessed value, a decrease of \$.18 from the prior year. The town relies heavily on individual homeowners for tax revenues as residential properties account for 88% of all properties in town. A total of 5,246 real estate and personal property tax bills were issued for Fiscal Year 2021.

In Fiscal Year 2020 (prior year) of the 5,305 real and personal property tax bills that were issued, 17 resulted in abatement filings. The percentage of abatement filings was less than 1%. Approved abatements resulted in a \$2,155,546 reduction in valuation. The Board of Assessors granted 159 personal exemptions totaling \$126,046 in reduced taxes to qualified homeowners based on age, financial condition, blindness or veteran's service connected disability. The Board of Assessors also granted abatements of the Community Preservation Surcharge due to age and financial status, which totaled \$10,530. An additional \$14,738 was abated due to the Senior Tax Work-off Program, which consisted of fourteen participants.

Motor vehicle excise taxes resulted in \$2,066,927 in income to the town from all registered motor vehicles. A considerable workload is created from these bills due to corrections, transfers, vehicle sales, address changes and delinquencies. Vehicle owners should be aware that in order to receive an abatement, the vehicle must be disposed of (i.e. sold, traded, junked, etc.) as well as the plates being cancelled, or transferred to another vehicle.

Data collection and maintenance of current and accurate property inventory is a critical element in the development of uniform, fair market value. The department continued with Phase 2 of our Cyclical Inspection Project, in accordance with the Department of Revenue's recommendations that each property be inspected once in every nine-year cycle. The inspections are being conducted by our vendor, Patriot Properties. The Board of Assessors is grateful for their assistance in helping the department to meet its requirement to have the town wide inspection project complete by 2028. Taxpayers are encouraged to view property assessment data for accuracy. Assessments may be viewed in the Assessor's Office or on the Town's website, [www.tyngsboroughma.gov](http://www.tyngsboroughma.gov).

The Board would like to thank Chief Assessor Lauren Woekel and Assistant Assessor Ravilla Garthe for their professionalism and ongoing efforts to maintain fair and equitable assessments. The Board members and office staff also appreciate the help and support received from other town departments and townspeople.

Respectfully submitted,

Ann Marie Conant, Chairwoman  
Marie Lambert  
Jennifer Wilson



# The 2020 Annual Town Report



## Board of Health

Sheila Perrault, Chairperson      Michael-Ryan Roache, Vice Chairperson  
Michelle Riley   Alivia Morton      Stephen Jeannette

**Staff:** Kerri Oun, Health Agent and Donna Lane-McPartlan, Administrative Assistant

To the Citizens of Tyngsborough:

The mission of the Board of Health (BOH) is to promote and protect public health in Tyngsborough. Our main focus is through prevention by routine inspections, investigating complaints, plan reviews, and education.

The BOH consists of a five-member elected board. BOH meetings are held once a month on the second Monday of the Month.

The BOH is a part time office which is mandated by state statutes and regulations to perform many duties aimed at protecting public health including, but not limited to: communicable disease control; enforcement of state sanitary, environmental, housing and health codes; overseeing food and retail establishments, tobacco establishments, body art establishments and tanning salons; public and semi-public swimming pools and spas, public beaches, campgrounds, and recreational camps; septic systems and drinking water wells; trash and recycling programs; housing, nuisance and complaints. The Health Agent is responsible for permitting and inspections. Land-Tech Consultants is our engineering service contracted to review septic plans and perform septic system inspections to meet compliance with Title V.

This year, local boards of health have been working closely with the Centers for Disease Control and Prevention (CDC), the Massachusetts Department of Public Health (DPH) and Governor Baker in response to the Coronavirus Disease 2019 (COVID-19) Pandemic. The BOH and Community Tracing Collaborative were tasked with follow-up and contact tracing. The BOH has responded to numerous complaints, concerns, and questions by the public. Emergency guidance and directives have included the "Stay-at-home" advisory; "Reopening Massachusetts" advisory; and travel, gatherings and emergency orders. Public outreach efforts to share Tyngsborough COVID-19 case data, "Stop the Spread", "Get Tested", "#MaskUpMA" regulations and guidance can be found on the town website, local media broadcasting channels and social media platforms.

Tyngsborough BOH is part of the Upper Merrimack Valley Health Coalition. The Coalition consists of 7 communities: Tyngsborough, Westford, Dracut, Lowell, Chelmsford, Billerica, and Tewksbury. The coalition is formed through the grant from CDC and Massachusetts Department of Public Health. The Health Coalition's role is to be prepared to set up an Emergency Dispensing Site (EDS) in the event of an emergency, whether man-made or natural. The Town also belongs to the Upper Merrimack Valley Medical Reserve Corps which is comprised of volunteers from the communities and volunteers may be called upon to help in an emergency situation.

Trash and recycling pick up for the Town is on Mondays. Republic Services is the waste hauler for the Town. Trash is picked up every week, limited to a 64-gallon toter, the lid must be fully closed. Recycling is picked up every other week and is on a single stream recycling system where all recyclables can be commingled in the blue 96-gallon recycling toter. Cardboard can be flattened and dropped off at 2 cardboard dumpster locations: Tyngsborough Middle School and Highway Department. Residents can purchase extra trash bag stickers, bulky item stickers, composters, and extra recycling carts at the BOH office. The BOH also runs a Household Hazardous Waste Day once a year. Tyngsborough BOH applied for and was awarded a Recycling Dividend Program grant. With the grant, the BOH was able to offer the sale of compost bins at a reduced rate of \$25 to the residents and support other recycling programs.

For more information on recycling such as Household Hazardous Waste Day, Yard waste pick-up dates, how to get dispose of items that are not allowed in the solid waste system, or to download a recycling calendar, etc., please visit <http://www.tyngsboroughma.gov/recycling/>.

Respectfully submitted for the Board of Health,  
Kerri C. Oun

## Board of Library Trustees

Ann Marie Conant, Chair; Julie Iatron, Vice-Chair; Paula Flaherty, Secretary; Joseph DelGaudio; Mary Allgrove

What a year this has been for everyone, including the Library community. Before writing this, I reviewed the 2019 report, and I was struck by the Library's vitality that year. There were so many program offerings and outreach initiatives for all ages and aspects of the Town's population. Written late last February, the missive was full of highlights, successes, optimism, and promises of many exciting things to come.

Then, in March, an unimaginable reality hit in the form of COVID-19. Everything resembling normalcy in the world abruptly stopped and a continuing unpredictable future began for everyone. Each person and institution has their own story to tell.

The Library's COVID-19 story revolves around its most valuable asset, the Library staff: Director Sue Arthur, Jayne, Sandy, Lori, Kelly, Sam, Lauren, and Rhonda. Per Massachusetts mandate, the building was abruptly closed and in-person services were suspended. Our dedicated staff sprang into action. Working remotely at first, they tackled long-postponed projects, brainstormed remote-service ideas, and developed strategies for safe curbside pickup and the required quarantining of returned materials. Even the most reticent staff members learned to produce online book reviews, to host Zoom craft programs, and to demonstrate STEM challenges for our younger patrons using common household materials. The staff spent hours working on reopening protocols, producing signage, and then rejoicing when they could finally answer the doorbell and safely see patrons once again.

For a short time in late summer the lessening pandemic numbers allowed for a partial opening of the building. The staff cleaned the Library many times a day, marked the aisles for safe passage, and greeted patrons with smiles of welcome hidden behind their masks.

Sadly, that stage was short-lived but with the return to curbside service only came holiday enhancements of craft kits for children, and a mailbox for Santa letters which were promptly answered. There were new online reference databases to support all patrons but with special emphasis on those for students as the Library sought to support the Town's teachers and the remote learning model. The *Library of Things* added four pairs of snowshoes to encourage housebound families to venture outside. Bird-watching and felting programs and a photography workshop were offered online, and the staff oversaw the Friends' sale of used jigsaw puzzles by rolling out a curbside cart on fair-weather days.

The Board of Trustees cannot commend the library staff enough for their ingenuity, versatility, flexibility, and the strong commitment to public service they have shown throughout this stressful and unsettling time. They are indeed what makes the Town's Library such a special and treasured institution.

We would also like to thank you, the patrons, for your patience with the limited and fluctuating hours and modes of service the Library has been able to offer. Your understanding of the pandemic restrictions on Library operations goes a long way in helping the Library staff continue to serve you as best the circumstances allow.

As always, we recognize those in the Library family who have moved on in the past year. Last May we bid farewell to Lori Furtado, our Head of Youth Services Librarian, and wished her happiness in her future endeavors. While the pandemic made it impossible for Lori to say goodbye in person to her many young Library patrons, we know she misses and is missed by many. The Board also thanks departing Trustees Michael R. H. Barton and Elaine Plettman. Their perspectives and personal insights into the Library world are greatly missed at our Board meetings. Recently, to help fill the void, we welcomed new Trustee Mary Allgrove. We also thank the Friends of the Library, who continue their invaluable support, even though their fundraising efforts have been vastly curtailed by the pandemic. We hope residents will continue to support this organization through membership dues until the Friends can resume their regular activities such as their semi-annual Used Book Sale.

In last year's letter to you, I posed the question "What's on the immediate horizon for the Tyngsborough Public Library?" Sadly, none of what followed came to fruition. This year I won't presume to speculate. The only certainty is that, thanks to our Library Director, staff and a determined Board of Trustees, the Tyngsborough Public Library will continue to explore new models of service to this community. We all hope better days are just ahead but whatever comes, your Public Library will remain a valued asset to all town residents. We can't wait to welcome you inside the building once again.





## Building Department

Paul Welcome, Building Commissioner/Zoning Enforcement  
Margaret M. Skamarycz, Administrative Assistant  
Joseph Smith, Wire Inspector  
Kenneth Kleynen, Plumbing & Gas Inspector  
Phone: (978) 649-2300, Ext. 112

**To: The Citizens of Tyngsborough**

**780 CMR: State Board of Building Regulations and Standards 9<sup>th</sup> Edition, 2015 IRC and IBC with Massachusetts Amendments**

### 780 CMR 105 PERMITS

**105.1 Required:** It shall be unlawful to construct, reconstruct, alter, repair, remove or demolish a *building or structure*; or to change the **use** or *occupancy* of a *building or structure*; or to install or alter any equipment for which provision is made or the installation of which is regulated by this code without first filing a written application with the *building official* and obtaining the required *permit*.

**Rule of Thumb: Call first to see if you will need a permit. Thank you!**

The Building Commissioner, Wire Inspector, and the Plumbing/Gas Inspector submit the following report from **July 1, 2019 to June 30, 2020.**

#### **Building Department**

Building permits	724
Valuation of jobs	\$ 39,437,177.22
Fees collected	\$ 354,487.65

#### **Plumbing and Gas Department**

Plumbing / Gas permits issued	516
Fees collected	\$ 33,730.00

#### **Electrical Department**

Electrical permits issued	397
Fees collected	\$ 33,254.00

Total All Permits	1637
Total Building Valuations	\$ 39,437,177.22
Total of all Fees Collected	\$ 421,471.65

Paul Welcome, Building Commissioner  
[pwelcome@tyngsboroughma.gov](mailto:pwelcome@tyngsboroughma.gov) | (978) 649-2300, Ext 112

# The 2020 Annual Town Report



## Capital Asset Management Committee

Richard Reault, Board of Selectmen  
 Anthony Tinnirella, School Committee  
 Burt Buchman, Finance Committee  
 Justin Sultzbach, Assistant Town Administrator (Non-Voting)

Ronald Keohane, Board of Selectmen  
 Robert Mullen, School Committee

In accordance with Article XL of the Town Bylaws, the Capital Asset Management Committee (CAMC) meets to review proposed capital projects and improvements. Capital improvement projects are major, non-routine expenditures for new construction, major equipment purchase, or improvement to existing buildings, facilities, land or infrastructure with an estimated useful life of five years or more. Items in this plan are typically funded by debt. The plan below was approved by Town Meeting in September of 2020.

	Dept	Description	2021 Proposed	2021 Approved
1	<b>TA</b>	Town Hall Building Maintenance	\$75,000	\$75,000
2	<b>Cemetery</b>	Memorial Cemetery Fence	\$20,000	\$14,890
3	<b>Engineer</b>	Westford Rd Culvert	\$75,000	\$75,000
4	<b>Fire</b>	Fire Station Building Maintenance	\$126,000	\$13,500
5	<b>Fire</b>	Fire Station Exhaust System	\$30,000	\$27,778
6	<b>Highway</b>	1 Ton Dump Truck	\$65,000	\$63,386
7	<b>Highway</b>	6 Wheel Truck with plow	\$190,000	\$187,966
8	<b>Highway</b>	Hot Box Trailer	\$44,500	\$44,500
9	<b>IT</b>	Electric Car Chargers	\$45,000	\$10,000
10	<b>IT</b>	Server Storage	\$43,690	\$43,690
11	<b>Police</b>	Cruiser Radios	\$11,504	\$11,504
12	<b>Police</b>	Handgun Replacement	\$23,348	\$23,348
13	<b>Police</b>	Patrol Rifles	\$12,166	\$12,166
14	<b>Schools</b>	TES Phone/Alarm Phase 2	\$44,000	\$44,000
15	<b>Schools</b>	TES Roof Repair Phase 2	\$115,000	\$56,000
16	<b>*Sewer</b>	Pump Grinder	\$21,000	\$21,000
17	<b>*Sewer</b>	Pump Replacement	\$59,850	\$59,850
18	<b>*Sewer</b>	Future Sewer Design	\$150,000	\$150,000
19	<b>*Sewer</b>	I&I Repair	\$250,000	\$250,000
<b>CIP20 Totals</b>			<b>\$1,151,307</b>	<b>\$702,728</b>

**\*Sewer items are funded through the Sewer Enterprise Fund and are not reflected in CIP20 Totals**

FY 21 Capital Items were funded entirely by borrowing for two reasons. First, given the uncertainty of the COVID-19 pandemic and its potential impacts on the municipal budget, the Town did not want to tie up available cash to fund these improvements. Additionally, the interest rates were extremely low due to the economic environment and the Town's excellent bond rating.



## Cemetery Commission

Douglas Latulippe  
Dan Laforge  
Robert Pelletier, Ex-Officio

Greetings:

It is the mission of the Tyngsborough Cemetery Commission to maintain the five Cemeteries in Town, The Drake Cemetery, the Flint Cemetery, the Memorial Cemetery, the Sherburne Cemetery and the Thompson Cemetery. The Chairman coordinates burials with the Town Clerk, and the Funeral Directors. During 2020, we sold ten graves and handled thirty-five burials. Over the next few years we will be analyzing the need for opening another section in the Memorial Cemetery. The Commissioners are elected officials, serving three-year terms. The terms are staggered to ensure the commission has experienced members on board at all times. There is currently one vacancy on the Commission. Interested applicants should reach out to the Office of the Board of Selectmen by calling 978-649-2300 x100.

Respectfully submitted,

Robert Pelletier, Ex-Officio

## Commission on Disability

The Tyngsborough Commission on Disability (COD) is a five-member board appointed by the Tyngsborough Board of Selectmen. Members consist of persons with a disability, family member of a person with a disability, and an appointed official.<sup>1</sup>

The purpose of the Commission on Disability is to coordinate and implement programs designed to meet the needs of individuals with disabilities, of all ages, in coordination with the Massachusetts Office on Disability<sup>2</sup>, research and identify local concerns that may impact accessibility for individuals with disabilities; advise and assist municipal officials and employees in ensuring compliance with state and federal laws; review and make recommendations to new or existing policies, procedures, services, activities, and facilities of departments, boards, and agencies of Tyngsborough that may affect individuals with disabilities; provide information, referrals, guidance and technical assistance to individuals, public agencies, businesses and organizations in all matters pertaining to disabilities; and coordinate activities of other local groups organized for similar purposes.

The Commission on Disability meets on the second Monday of the month.<sup>3</sup> Subject to the open meeting law, the COD maintains records of its meetings and actions. Meeting information can be found on the COD website <https://www.tyngsboroughma.gov/departments/all-boards-and-committees/commission-on-disability/>

In 2020, the Commission on Disability was awarded a \$30,000 grant from the Massachusetts Office on Disability to fund a Self-Evaluation & Transition Plan. The Commission on Disability contracted with the Institute for Human Centered Design to produce these reports. The reports include an assessment of municipal policies, procedures, and programs as well as physical facilities to identify barriers to accessibility. Once the assessment is complete, the Transition Plan becomes a planning document with suggested improvements and the cost associated with them. When complete, these documents will allow the Town to begin planning for the funding necessary to make critical accessibility improvements throughout Town. Additionally, completing these reports will make the Town eligible for larger project grants which can be used to fund the improvements identified in the report.

The COD aims to increase accessibility for any member of the public, wishing to attend a municipal meeting, who seeks special accommodations in accordance with the Americans with Disabilities Act. Individuals are asked to contact Colin Loiselle at 978-743-5339 or email [ada@tyngsboroughma.gov](mailto:ada@tyngsboroughma.gov). Please note, while every attempt will be made to provide reasonable accommodations, the COD asks that requests be made with as much advance notice as possible. Some requests, specifically for communication access, may require a two-week notice beyond the control of the Town.

Finally, in 2020, the Commission on Disability continued its partnership between the Tyngsborough Council on Aging and the Massachusetts Councils on Aging to raise awareness and remove the stigma associated with Alzheimer's Disease and Related Dementias. The "Dementia Friendly Tyngsborough" campaign featured a kick-off training program for municipal staff and remains on going.

Town residents interested in joining the Dementia Friendly Tyngsborough Campaign or learning more about the Commission on Disability should contact Colin Loiselle at [CLoiselle@Tyngsboroughma.gov](mailto:CLoiselle@Tyngsboroughma.gov)

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<sup>1</sup> All members are registered voters in the Town of Tyngsborough

<sup>2</sup> The Massachusetts Office on Disability (MOD) works to ensure the full and equal participation of all people with disabilities in all aspects of life by working to advance legal rights, maximum opportunities, supportive services, accommodations, and accessibility in a manner that fosters dignity and self-determination. <https://www.mass.gov/orgs/massachusetts-office-on-disability>

<sup>3</sup> In the absence of a quorum, meetings are cancelled.





## Community Preservation Committee

Edward L. Smith (Conservation Committee)  
 Scott Ellis (Recreation Committee)  
 Warren W. Allgrove, Jr. (Historical Commission)  
 Chaz Doughty (Planning Board)  
 Kenneth A. Times, III (Member at Large)

Billy Crawford (Finance Committee)  
 John R. Pelletier (Housing Authority)  
 Guy Denommee (Member at Large)  
 Joelyn Riley (Member at Large)

The Community Preservation Act (CPA) was passed in Tyngsborough in May 2001. The Act requires that a Community Preservation Committee (CPC) be formed to investigate the preservation needs of the community and make recommendations to Town Meeting for use of the CPA funds. CPA monies are raised by a community-wide real estate property surcharge of 3%. The State will provide matching funds to the extent that it has collected through the state registry of deeds. This program is a terrific way to put monies into a savings account for the ability to make Tyngsborough a better community and with state matching is an added bonus.

In 2020, the CPC made the following appropriations:

<b>Reserves</b>	<b>Amount</b>
Reserve for Historic Preservation	\$ 73,838.00
Reserve for Affordable Housing	\$ 73,838.00
Reserve for Open Space	\$ 73,838.00
<b>FY 2021 Budgeted Reserve</b>	<b>\$ 221,514.00</b>

<b>Appropriations</b>	<b>Amount</b>	<b>Fund Category</b>
Administrative Expenses	\$ 30,343.20	Administrative
Littlefield Library Historic Grant Match	\$ 31,763.00	Historic Reserves
Lake Mascuppic Weed Control Program	\$ 7,000.00	Open Space/Rec
Veterans Park Grant Match	\$ 25,000.00	Open Space/Rec
Renovate Indian Lane Affordable Unit	\$ 250,000.00	Affordable Housing
Mascuppic Dam Inspection	\$ 3,500.00	Open Space/Rec
Mascuppic Town Beach	\$ 20,000.00	Open Space/Rec
Bear Hill Farm Appraisal	\$ 7,500.00	Open Space/Rec
Debt Service Old Town Hall (Year 4/10)	\$ 211,819.00	FY21 Receipts
Debt Service First Parish (Year 1/10)	\$ 246,075.00	FY21 Receipts
Debt Service First Parish (Year 1/10)	\$ 35,000.00	CPC Fund Balance
<b>Total CPC Appropriations</b>	<b>\$ 868,000.20</b>	

Since its inception, the CPC has been meeting with Town Boards to collaborate on the four core areas of preservation. For example, the Housing Authority for Affordable Housing, Historical Commission for Historic Preservation, the Conservation Commission for Open Space preservation, and the Recreation & Parks Committee for recreational open space.

The CPC also continues to work with Boards and Committees as well as residents to identify important community projects.

Respectfully Submitted,  
 Community Preservation Committee

## Conservation Commission

Ed Derby, Chairman  
Chaz Doughty, Vice Chairman  
Bruce Schoffield  
Linda Bown  
Patrick Mical

Ed Smith  
Jeff Kablick  
Danielle Mucciarone, Conservation Director  
Pamela Berman, Administrative Assistant

In 2020 the Conservation Commission held 23 public meetings even throughout the COVID pandemic. During our public meetings we review any permits which are submitted to the Conservation Department. This year, we reviewed the following permits:

- 17 Orders of Conditions
- 17 Request for Determinations
- 5 Stormwater Permits
- 32 Director's Determinations
- 5 Extension Permit for Existing Order of Conditions
- 1 Extension to Request for Determination
- 1 Order of Resource Area Delineation
- 5 Enforcement Orders
- 10 Certificates of Compliance

This was a very busy year despite the COVID pandemic. We continued to move forward with all permitting by holding meetings over ZOOM. All meeting materials are posted online, and our Director Determination permit is now online through Open Gov.

In terms of Stormwater, we collaborated with the Engineering Department to ensure compliance with the EPA Municipal Separate Storm Sewer System (MS4) Permit. The permit allows municipalities to discharge stormwater to the nations' waterbodies as long as certain conditions are followed including catch basin cleaning, outfall inspections, water quality sampling, GIS mapping, outreach and education and more. We have successfully completed Year 1 and 2 permit requirements.

In terms of Open Space, we oversee all open space properties throughout town including the Bell Property, Shady Glade, the Hunter/Norton Property, Sherburne Nature Center and Long Pond Shores/Camp Kiwanis Girl Scout Camp. This year we finalized the Open Space Plan Update, and collaborated with Tax Collector the obtain parcels that were supposed to be donated as Open Space. In addition, the Long Pond Camp Kiwanis renovation project is underway and should be completed in 2021. This will provide the town's first ADA accessible trail. A local Girl Scout troop produced a documentary on the camp, which is currently showing on TyngsboroughTV and DracutTV.

In 2020 we partnered with the Great American Rain Barrel Company, Pepperell and Dunstable to offer discounted rain barrels to residents. Over 50 residents participated in the rain barrel program. Thank you to the Sustainability Committee helped out extensively with this event!

This year our Vice Chairman, Brian Martin, stepped down to join the Housing Authority and Jerry Earl also had to resign. In their place, Bruce Scofield and Jeff Kablick moved from Associate Members to a full member. Finally, the Commission is petitioning the legislature to allow Associate Members to vote if a quorum is not present.

Respectfully,  
Danielle Mucciarone for the Conservation Commission



## Council on Aging

The Tyngsborough Council on Aging is a respected leader and trusted partner to help people aged 60+ meet the challenges of aging. We partner with resources within the community to provide innovative programs, services and advocacy. The mission is to advocate for an improved quality of life for all seniors through supportive services, programs, events, and education and also to identify and assess the health, economic, social and cultural needs of seniors. Our primary goal is to link needs to resources. According to the US Census, the elder population (age 60 years and older) in Tyngsborough was 1,629 in 2010. It was projected to be 3,241 by 2020 but we don't have final numbers. The US Census numbers determine the amount of funding that we receive from the Commonwealth of Massachusetts through the annual Formula Grant.

### **Activity Report for Calendar Year 2020:**

Transportation – 2 Buses	1,104 rides provided to 57 senior and disabled clients
Meals on Wheels	11,345 meals were delivered to 79 clients
Brown Bag through Food Bank	256 bags provided to 24 seniors/residents
Volunteers (not counting Town departments & other agencies)	over 4,000 hours of services provided by 55 volunteers
Who came to the Center in 2020?	76% from Tyngsborough/24% from other towns
The service population is approximately	71% female/29% male

### **Pandemic Impact:**

Transportation: Rides are down by 59%  
 Meals on Wheels: Meals are up 32% and number of clients up by 22.  
 Volunteers: Hours are down 33%, with numbers of volunteers down 28%  
 Who came to the center? Total number of visitors is down 28%; the percentages of Tyngsborough residents went up from 70%; the percentages of men went up from 25%.  
 Services: The number of seniors who requested outreach services including SNAP, Fuel Assistance, Housing Assistance, Food Assistance and any additional support has gone up by 43%.

**Affiliate and supporting agencies:** Elder Services of Merrimack Valley (ESMV), Circle Home Health of Greater Lowell, Inc., Community Teamwork, Inc. (CTI), AARP, and Lowell Regional Transit Authority (LRTA). We offer a variety of programs and presentations to elders that improve communication and provide information from town departments such as the Fire Department, Police Department, Assessors Office, Veterans Office, Highway Department and the Board of Selectmen; as well as the Sheriff's Office, our State Legislators and Middlesex County District Attorney.

As the aging population continues to grow, there is a heavier reliance on the Center in the role of a social service agency. The Center continues to operate with minimal staff every year and is heavily reliant on volunteers. The Center also offers referral services to non-seniors as a social service agency for the town.

The Center is staffed with a full time Director of Elder Services and Administrative Assistant; Meal-site Coordinator 10 hours per week and a custodian for 15 hours a week. These are the only town appropriated positions. The other positions that are grant funded include: one part time program coordinator, one part time outreach coordinator, and four part time van drivers.

Goals of the Council on Aging for 2021: Focus on reintroducing programs, provide more critical programs and services and implement programs that will improve safety for the elder population; create new programs that will attract new seniors to our center.

Currently, the town provides approximately 46% of the total annual operating expenses necessary to run the senior center. We rely heavily on Grants, Volunteers and Donations. We thank the citizens of Tyngsborough for their continued support

## Cultural Council

Barbara Monleon, Chair  
Patricia McLaughlin, Treasurer  
Tamara Adams, Secretary  
Linda Gilbride, Member  
Rachel DeCarteret, Member

Greetings, fellow residents:

It is the mission of the Tyngsborough Cultural Council (TCC) to promote excellence, access, education and diversity in the arts, humanities, and interpretive sciences in order to improve the quality of life for all Tyngsborough residents and to contribute to the economic vitality of the Tyngsborough community through the re-granting of public monies awarded to the TCC by the Massachusetts Cultural Council (MCC).

The Tyngsborough Cultural Council is an agent of the Massachusetts Cultural Council, which receives funding from the Massachusetts Legislature and the National Endowment for the Arts. Distributions are based on a local aid formula devised by the state and are not determined by the individual municipality. The \$6600.00 annual grant allotment awarded for 2020 was distributed to very worthy individual grant applicants.

The Cultural Council meets the needs of Tyngsborough residents throughout the year. As in past years, cultural services and on-going activities continue to be available to Tyngsborough residents.

The Current Council is looking forward to holding a Community Event with entertainment to be provided by a grant recipient. The event will be free and open for all to attend.

As of this writing, the council has approved the cultural grants for the current grant cycle, allowing the funded applicants to move forward and begin the process for which they have been awarded. Grantees have received extensions through June 30<sup>th</sup> to complete their projects due to Covid 19.

The challenge for the Tyngsborough Cultural Council is to advocate for cultural arts and humanities and appropriate the funding for the programs upon completion.

We wish to thank all the former Tyngsborough Cultural Council members who provided the service and volunteer hours prior to the appointment of the current Tyngsborough Cultural Council, and recognize their dedication and hard work.

Furthermore, the former and current Tyngsborough Cultural Council and the grant applicants serve to remind us all there are numerous ways that individuals working together can enhance public services, in this case, arts and humanities.

Indeed, we wish to thank all of you. It is our hope we can count on continued support in participation in the process and programs that had been granted funding for future enhancement of our town.

Respectfully submitted,

Barbara Monleon, Chair



## Engineering Department

In 2019, the Town of Tyngsborough hired their first Town Engineer to build and grow the newly established Engineering Department. The Engineering Department is responsible for the planning, design, engineering and construction administration of all projects involving the rehabilitation, maintenance, and construction of Town owned assets. Assets include all stormwater/drainage infrastructure, roadways, sidewalks, bridges, and dams. Prior to creating the Engineering Department and hiring a Town Engineer, the Town relied on the services of consultants to complete these tasks. The Engineering Department provides a wide range of assistance to other Town departments, which includes technical support, design, and review of various development projects.

### Street Improvements

This year, the Town was able to make improvements to 9.27 miles of roadway (comprising almost 12% of the entire roadway network). The projects were designed, bid, and managed by the Engineering Department. This year's road projects include:

- Crack sealing- The crack seal contract was renewed with Indus Inc. 5.7 miles of roadway received crack seal treatment.
- Pavement Patching- The Engineering Department leveraged surplus capital funding to make significant improvements to Westford Road and Frost Road by performing isolated patch repairs to the areas with significant pavement failure. The contract was awarded to Newport Construction. The goal is that isolated patch repairs becomes a routine maintenance treatment for future road projects.
- Road Improvements Project- This year's roads improvement project included repaving Beverlee Road, Washington Street, Jefferson Drive, Coolidge Drive, Franklin Drive, Makos Street, and Dixon Street. The project was awarded to PJ Keating Corp. In addition to paving, the project preplaced 800 feet of sidewalks, installed 13 ADA compliant curb ramps, replaced 5 drainage structures, and replaced a collapsed headwall.

### NPDES MS4 Stormwater Permit

The National Pollutant Discharge Elimination System (NPDES) for Small Municipal Separate Storm Sewers (MS4) General Permit is a jointly issued permit by EPA and DEP authorizing communities to discharge their stormwater from their MS4. Communities are federally mandated to meet the terms and conditions of their permit. At the end of each permit year the cities/towns must submit an annual report outlining compliance with the permit.

The Town of Tyngsborough submitted its annual report highlighting that the Town has successfully maintained its compliance with the permit. The Town procured the services of a consultant, Tighe and Bond, to assist with year 3 permit requirements. This includes outfall screening, asset management, and building the Town's Geodatabase Information System (GIS) infrastructure.

### Special Projects

- First Parish Meeting House Grounds Improvements project- The Engineering Department provided assistance to the Administration department with developing the plans and bid specifications, procurement, permitting and construction oversight. The project included the replacement of an existing parking lot, installing low impact development features (e.g. bio-retention area, landscaping, and a bio-swale), ADA Accessible sidewalks and parking lot lights.
- Westford Road Culvert- The Engineering Department secured a \$75,000.00 grant through the Division of Ecological Restoration's Culvert Replacement Municipal Assistance Grant Program. TEC is the consulting engineering firm assisting the Engineering Department with the final design and permitting of the culvert.
- Mascuppic Lake Dam- The Engineering Department utilized the services of a consultant, Pare Corporation, to perform a Phase 1 Dam inspection as required by the Office of Dam Safety. The inspection report was submitted to the Office of Dam Safety to satisfy the Town's responsibility to perform routine inspections and maintenance of the town owned dam.

## Finance Committee

Billy Crawford, Chair; Marie Lambert, Vice Chair; Conor Perrault, Clerk; Chris Mellen, Member; Scott Pozerski, Member

**Background-** In Massachusetts, towns with a property valuation of over a million dollars are required to create a Finance Committee. Under Massachusetts General Law, a Finance Committee "shall Consider any or all municipal questions for the purpose of making reports or recommendations to the town and shall submit a budget at the annual town meeting." (MGL, Chapter 30, Section 16). The Town of Tyngsborough By-laws state there shall be a Finance Committee consisting of five elected members. The By-laws also outline further duties of the Finance Committee including the consideration of all matters of business to be considered within the articles of any warrant and the requirements of a written report on such considerations. The Finance Committee Reports are available at least seven days before Town Meeting.

**FY2020 Budget-** The Finance Committee worked with various departments and boards, as well as the Town Administrator and Finance Director to develop a Fiscal Year 2021 operating budget. After municipal needs and requests were thoroughly considered, a balanced budget that also included the public schools and sewer department took shape. A Finance Committee member is appointed yearly to serve on each of the Capital Asset Management and Community Preservation committees. The Annual Town Meeting approved budget was \$41,117,201 which reflected a 2.261% increase.

The town's financial position has improved significantly. Our AA+ bond rating will reduce the cost of future borrowing and provides opportunities to refinance. More formalized financial policies, updated software and a new audit firm were instrumental when an emphasis on back taxes and fees resulted in the collection of over \$900K. The Board of Assessors released \$470K of surplus property overlay assessments to fund capital projects and road improvements. The debt payment for Tyngsborough Elementary School at 50 Westford Road has been retired. Tyngsborough's financial reserve accounts increased to the recommended level of 7%.

**Free Cash Policy and Financial Planning-** The Director of the Bureau of Accounts must certify the amount of Free Cash that is available for appropriation. The Board of Selectmen and the Finance Committee established a policy regarding the use of Free Cash to prioritize its' use toward funding expenses rather than the Operating Budget. Annual Town Meeting approved the recommended utilization of Free Cash as follows: \$275K Town Stabilization, 95K to fund the first year of full-day Kindergarten, \$52.5K Other Post-Employment Benefits and \$144.266 of Capital Improvements.

**Historic Annual Town Meeting-** Economic conditions had become very uncertain by March of 2020. A viral pandemic had begun to grip National, State and Local governments. Health agencies and professionals advised businesses, schools and government services to modify operations to prevent the spread of contagious disease. The Fiscal Year 2021 operating budget was delayed to comply with health regulations that required social distancing and wearing of face coverings. Beginning July 1<sup>st</sup>, four monthly 1/12<sup>th</sup> budgets were allocated based upon the FY20 previously approved budget. **On September 26<sup>th</sup>, Annual Town Meeting was held on the Tyngsborough High School Football Field at 50 Norris Road.**

The Finance Committee adopted an enhanced conservative financial stance while fulfilling its' **official watchdog** role.

Respectfully,  
Billy Crawford, Chair



## Fire Department and Ambulance

Fire Chief: Wes Russell  
 Business: 978-649-7671  
 Emergency: 911  
<http://www.tyngsboroughfire.com>

The COVID-19 Pandemic created new challenges in all our lives in 2020. The Tyngsborough Firefighters were the “Boots on the ground”, in the battle to care for the sick and prevent the spread of the virus. Wearing biohazard PPE and respirators has always been part of their training, but it was still an adjustment to wear it on every call, and while performing every task. In the face of conflicting information in the early weeks of the pandemic, the firefighters demonstrated professionalism and courage. They adapted to change, gained confidence in their ability to protect themselves and their families, and never failed to respond to the needs of the community; including entering the homes of patients with COVID, too weak to walk, and brought them to the care they needed. Enhanced cleaning and disinfecting procedures were critical and added to the time to complete every call, and every shift change. Through the year we only had two firefighters test positive, and only one with symptoms, neither believed to be contracted while on duty. No complaints or grievances, and no increased sick time. I have never been prouder to be a member of the Tyngsborough Fire Department.

Wes Russell  
 Fire Chief

### Fire Department Responses 2020

Total Responses	1,501
Ambulance Responses	1,090
Transports	701
Building Fires	11
Multiple Alarm Fires	2
Motor Vehicle Fires	8
Outside Fires	8
Other Fires	3
Carbon Monoxide Alarms	14
Other Hazardous Conditions	4
Motor Vehicle Accidents	137
False Alarms	214
Mutual Aid	29
Other	17

## Highway Department

James Hustins, Senior Foreman  
Michael Bergeron, Working Foreman  
William Lannan, Working Foreman  
Patrick McCormick, Equipment Operator  
Shaun Keegan, Skilled Maintenance Craftsman

Raymond Reekie, Skilled Laborer  
William Wilson, Skilled Laborer  
Corey Robinson, Skilled Laborer  
Susan Silvia, Highway Clerk  
Thomas Feeney, Skilled Laborer

The Tyngsborough Highway Department maintains the safety and quality of more than 80 miles of road in town. Our department is on call 24 hours a day, 365 days per year. Some of our duties include; road repairs, catch basin maintenance, drainage pipe maintenance, culvert maintenance and repair, manage and maintain fuel storage, pumps and software for all town vehicles, street sweeping, crosswalk painting, street signs, traffic signs, street opening permits, snow plowing and treating of roadways throughout the winter months, maintaining town beach, lawn maintenance at the center of town, town hall, Frost Road Park, intersections and select town fields. These duties are performed in conjunction with many other roadway related tasks.

January 2020 brought the retirement of longtime employee Robert Lareau. Robert committed over 26 years of service to the town, we wish him health and happiness in his retirement. With Robert's retirement Shaun Keegan, an experienced and skilled craftsman, joined the department.

In 2020 state appropriated Chapter 90 funds were used to pave Washington Street, Beverlee Road, Jefferson Drive, Coolidge Drive, Franklin Drive, Dixon Road and a portion of Makos Road.

Through funds appropriated at Town Meeting we added to our fleet a 2020 1 Ton Dump Truck with plow.

My colleagues and I would like to extend our appreciation and thanks to the residents of Tyngsborough for their support throughout this fiscal year. Please visit the town website for information regarding winter operations, parking bans, street light outage reporting and how residents can help.

[www.tyngsboroughma.gov/departments/highway](http://www.tyngsboroughma.gov/departments/highway)

Respectfully Submitted,

James Hustins  
Senior Foreman  
[jhustins@tyngsboroughma.gov](mailto:jhustins@tyngsboroughma.gov)  
(978)649-2310





## Historical Commission

### Members:

Warren W. Allgrove, Jr.

Jill Bowen

George Dupras

Marie Lambert

John Bowen

Joy K. Richardson

Robert L. Kydd

Susan Morey

The Commissioners are pleased to report progress on preservation, protection of Historical and archeological assets of the town.

The Commission identifies, validates and seeks to protect Tyngsborough's significant historic resources. Further, it engages in community wide historic preservation planning, maintains a document inventory of the Town's historic structures, landmarks and sites, and pursues projects that promote the awareness of, and appreciation, for the Town's historic resources.

In an ongoing program, the Commissioners personally contribute time and effort, upgrading the condition of the Littlefield Library building.

Acting as historic consultants, the Commission spent a significant part of the last few years advising the Town Administrator and Community Preservation Committee with the restoration of the First Parish Meeting House. The interior project was completed in 2020 and most of the exterior work was also completed in 2020.

The Historical Commission is working diligently with its partners throughout municipal government as well as with Tyngsborough residents to identify appropriate uses for the future of the Winslow School and Littlefield Library Complex.

The Commission continues to digitize important Town documents and irreplaceable photographs, which depict the Town's rich and varied history.

## Information Technology

### Mission Statement

The mission of the Technology Department is to provide critical services for all Town departments (excluding the School Department) as well as strategic direction on technology issues. In addition, the Technology Department will continue to lead technology innovation initiatives, while responsibly managing the Town of Tyngsborough's technology resources and maintaining the highest level of reliable service to the community.

### Vision Statement

The Technology vision of the Town of Tyngsborough is to utilize technology to optimize workforce efficiency and improve service levels to staff and residents.

During 2020, the Technology Department continued planning and implementing several projects including infrastructure and software upgrades. Additionally, once it became evident that the Town would be shifting to remote working conditions, the department quickly mobilized to establish a variety of tools to facilitate the remote work force. One of the tools adopted was Zoom as the virtual meeting platform and provided guidelines on how to run a meeting securely while also providing maximum visibility by the residents of the Town.

In addition to the challenges presented by the COVID-19 pandemic, the Technology Department also experienced a significant internal change. In late 2020, Tom Laflamme was hired to continue to build on the work Jason Bulger had accomplished as IT Director.

Respectfully Submitted,

Tom Laflamme, IT Director  
978-649-2300 x140  
tech@tyngsboroughma.gov



# The 2020 Annual Town Report



## Media Department

Rony Camille, Media Director  
Karen Wolf, Media Associate

2020 was a pivotal year for the department. Here are some of the highlights:

In late January into early February, Tyngsborough Television was off-the-air for several days as the broadcast automation server, which runs the station 24/7/365, needed emergency repairs and upgrades.

In March, the COVID-19 pandemic changed the way Tyngsborough Television operates. Our workspace was not accessible for some time. Our team shifted gears and pivoted to allow virtual meetings through Zoom video conferencing in early April. This transition would not have been possible without the assistance from Jason Bulger, now former Information Technology Director, Town Administration, our vendors: CASTUS and Access A/V, and all town staff and officials who helped make a smooth transition.

In May and June, Tyngsborough Television produced a series of virtual events carried on-air and online:

- The Memorial Day Graveside Services at multiple sites in Town and a 30-minute Memorial Day Special: Honoring The Fallen Soldiers.
- Ahead of the annual Town Election, we co-hosted a virtual candidate's night with the Tyngsborough Democratic Town Committee. This event aired live on Tyngsborough Television, Facebook, and WCAP-AM radio. It was moderated by Tom Zuppa and State Representative Colleen Garry. We also carried the Town election results live.
- The 2020 Tyngsborough High School Graduation held outdoors at Pierce Field.

Over the summer, we produced a series of updates on projects in Town. Produced a public affairs pilot titled "Inside Town Hall," offering updates from various departments.

In September, we produced the 211th Annual Town Meeting from Pierce Field at the High School. It was the first time in Tyngsborough's modern history that an outdoor Town meeting occurred.

While the list is lengthy, we humbly thank all who continually supported and participated in our efforts in 2020. We look forward to continuing to promote community engagement, civic awareness, and community events and happenings while continuing to provide effective video coverage, resources, and training to Tyngsborough residents and organizations in a post-pandemic era.

# The 2020 Annual Town Report



Gavel To Gavel Meeting Coverage Approximate Total Duration In 2020  
Sample

*\*Meeting Covered By Tyngsborough Public Schools Media Staff.*

MEETING	TOTAL TIME (H:MM)
Board of Selectmen	66 hours and 5 minutes
Board of Health	39 hours and 4 minutes
School Committee*	25 hours and 30 minutes
Conservation Commission	39 hours and 23 minutes
Master Planning Committee	15 hours and 46 minutes
Planning Board	62 hours
Zoning Board of Appeals	11 hours and 30 minutes
Council on Disability	3 hours and 2 minutes
Sewer Commission	16 hour and 30 minutes
Finance Committee	11 hours and 30 minutes
Capital Asset Committee	3 hours and 38 minutes
Community Preservation Committee	2 hours and 23 Seconds
Sustainability Committee	19 hours and 30 Minutes
Commission on Disability	3 hours and 30 minutes

## Special Thanks:

*Mr. Jamie Mline, Tyngsborough Public Schools Media (School Committee Meetings Coverage)*

*Mr. Timothy Daoust, Tyngsborough Public Schools Media*

*Tyngsborough Public Schools Students*

*Mr. Colin Loiselle, Director of Administrative Services*

*Mr. Jason Bulger, Director of Information Technology*

*Tyngsborough Public Schools Building and Grounds Team*

*Tyngsborough Sewer Department*

*Tyngsborough Highway Department*

*4Star Productions*





## Recreation and Parks Department

### Recreation Committee

Michael Knight, Chairman  
Scott Ellis, Vice Chairman  
Maureen Baril, Voting Member  
Teresa Clawson, Secretary  
Brittany Pinto, Associate Member  
Steve Fugazzatto, Voting Member  
Steve Kirby, Associate Member

Phillip Culver, Vice Chairman  
Johnny Isenberger, Voting Member  
Robin Dorio, Associate Member  
Matt Bogacz, Associate Member  
Heather McGaffigan, Voting Member  
Carol Chisolm, Voting Member

January begins the youth basketball programs and a men's pick-up. Youth basketball has seen a jump in registrations with the offering of a Mini "All-Stars" team for children age 3-5.

The Shamrock Ball, was unfortunately the beginning of canceled events and programs for the department.

The Girls Youth Softball program rolled into its tenth year with no games or clinics due to the Covid-19 pandemic.

The Committee continued to maintain the Town Beach. With the assistance of the Lake Mascuppig Assoc. and the beach continues to have much activity. More resident hang tags were distributed this season than any preceding.

The Block Party, "Party by the Bridge " was cancelled due to the pandemic.

The holiday season began with the annual Tree Lighting without a ceremony. The Festival of Trees was also a casualty of the pandemic. The Recreation Committee thought outside of the box to offer residents a display on the Town Common. "Winslow Wonderland" showed cutout figures of tree and snowman shapes decorated by town residents. Voting for favorites took place on Facebook. 6 winners won prizes. The center of town was decorated by the committee with a few additions of a sleigh and carolers on the newly landscaped grounds of the First Parish Meeting House.

The Department continued with maintenance of the town's three athletic field complexes; Community Center, Bridge Meadow and Wicasse Park. Maintenance is carried out with the assistance of the Parks liaison at the Highway Department. Athletic fields scheduling is handled through the Department for recreation programs, youth sports, and all schools in town.

Alison Page, Recreation Director

## Planning Board

Kimberly O'Brien, Chairman  
Chaz Doughty, Vice Chairman  
Steven O'Neill  
Eric Salerno, Town Planner

Jeremy Baldwin  
David Robson Sr.  
Jon Michalek, Alternate  
Pamela Berman, Administrative Assistant

Despite the obvious challenges posed by the Covid-19 pandemic, the Tyngsborough Planning Board has maintained their focus on providing valuable assistance to the residents of Tyngsborough and thoughtful guidance to project developers through virtual meetings throughout the year. The Board held 23 public meetings in 2020, demonstrating its commitment to an open and transparent process for reviewing and considering plans, special permit applications, and improvements to the Town's by-laws that support the growth and character of the Town.

In 2020, Tyngsborough received its re-designation as a Housing Choice Community from DHCD. The Town also completed its MVP (Municipal Vulnerability Preparedness) Certification and received FEMA and MEMA approval for its updated Hazard Mitigation Plan. The process also produced a Climate Resiliency Chapter added to the Master Plan which is expected to be completed in the Spring of 2021.

The Board's Chair and Vice Chair also served alongside members of the Board of Selectmen, other Committees, and the public on the Master Plan Committee with Chaz Doughty acting as Co-Chair and Kimberly O'Brien as a member.

Throughout the year, the Planning Department applied for several grants including the Downtown Initiative Grant, Local Rapid Recovery Grant, and worked with the Engineering and Conservation departments to apply for an MVP Action Grant. The Town was recently notified that \$30,000 was awarded for the Local Rapid Recovery Program.

The Board held public hearings for several new projects in Town including the following:

- 100 Business Park Dr. (Industrial Warehouse) - Approved
- 168 Middlesex Rd. (Mami Luz's Cafe') - Approved
- 141 Middlesex Rd. (Broadcast Pix) - Approved
- 16, 20 & 0 Kendall Rd. (Restaurant/Tavern) - Approved
- 269 Middlesex Rd. (Out-Patient Mental Health Office) - Approved
- 160 Pawtucket Blvd. (Stonehedge Meadows) - Approved
- 11 Old Tyng Rd. (Combined Business Dwelling) - Denied
- 138 Middlesex Rd. (Fitness Center) - Approved
- 44 Old Tyng Rd., Unit 2 (Truck Repair Shop) - Denied
- 50 Westford Rd. (Religious Bldg.) - Public hearings started in December

The Board approved 2 Approval Not Required (ANR) plans located at 70 Sherburne Ave. and 440 Middlesex Rd. One permit extension was granted for 161-163 Westford Rd., the building for which is now near completion. The Board reviewed and approved 4 Temporary Independent Living Quarters applications at 83 Sequoia Dr., 3 Louis Ave, 43 Clover Cir., and 229 Dunstable Rd. The Board also reviewed a preliminary subdivision that would have extended Triple Crown Estates at the end of Paddock Rd, but that plan was withdrawn.

In September, a pandemic-delayed Town Meeting considered two zoning amendments: Composting and Assisted Living / Continuing Care Campus. While Composting did not pass, the Continuing Care Campus bylaw received approval and was accepted by the Attorney General's office.

The Board welcomed Jeremy Baldwin, who was elected as a new member and Jon Michalek as a new alternate member. Board member Corliss Lambert completed his tenure in May and the Board and staff wish to thank him for his service to the Town of Tyngsborough.





## Police Department

**Submitted by Richard D. Howe, Chief of Police**

To the Town Administrator, Board of Selectmen & residents of Tyngsborough, I submit my annual report. This report is intended to give you a brief overview of the Police Department for the calendar year of 2020, covering the department's activity, accomplishments and plans for 2021.

While this report gives an overview of 2020, as always, we do so with a focus on the future of the town and public safety. This past year has clearly been a challenging time for all as Covid has changed the way everyone conducts their daily lives. Despite these challenges, your police department continued its commitment to you with community-oriented programs such as "story time with the Tyngsborough Police", which during the spring of 2020 brought many of our officers into your homes with short stories which were enjoyed by many of our residents, including our many officers and dispatchers who took part. Thank you to Sgt. Steve Manning and Ofc. Bethany Bonczar for creating this very successful program! Our officers delivered meals to homebound seniors while senior center drivers were sick, and our staff even raised money to provide quarters to seniors at our Tyngsborough Housing Authority for use in the washer and dryer machines. We also have expanded our involvement and collaboration with the Frontline Initiative in which our officers and the Tyngsborough community has 24-hour access to clinicians who can assist with mental health needs, or substance and alcohol abuse. This is a free service to our residents, and we are incredibly proud to be one of five police departments which make up this initiative. In a challenging time like this brought on by the Pandemic, free access to mental health, as well as alcohol and substance abuse services, is particularly important. In 2021 we will expand our community outreach, continue our work with the Frontline Initiative, and continue to work toward full accreditation. In addition, our police department is deeply committed to the changes being brought forward with police reform legislation. We are committed to fair and impartial policing, and will continue to serve this community with equal and fair treatment for all.

I am grateful to the community for the overwhelming support we receive and I am proud to serve the town as your Police Chief. I will continue to do everything I can to promote safety and community partnerships, as both are essential for a strong and safe community. I am also proud to represent an extraordinary group of men and women who make up the Tyngsborough Police Department. I thank each member of our agency who comes to work every day, and completes their job with honor and integrity, while remaining humble and dedicated to the greater good of our community.

# The 2020 Annual Town Report



## **Table of Organization**

### **Chief of Police**

Richard D. Howe

### **Executive Officer of Patrol Operations**

Deputy Shaun Woods

### **Patrol**

Lt. Michael Cassella

Lt. Shaun Wagner

Sgt. Mark Bourque

Sgt. Charles Melanson

Sgt. Robert Cote

Acting Sgt. Nathan Abdallah

Ofc. Evan Donnelly

Ofc. Charles Rubino

Ofc. Chris Gustafson

Ofc. Jason Kushmerek

Ofc. Sean Caron

Ofc. Timothy Sullivan

Ofc. Edward Caissie

Ofc. Daniel Whitman

Ofc. Nick Silva

Ofc. Dennis Leach

Ofc. Daniel Campbell

Ofc. Jake Ahern

### **Administrative Services Division**

Kimberly Morrison – Executive Assistant to the Chief

### **Support Services**

Sgt. Cynthia Shay - Prosecutor / Investigations Det. Peter Kulisich

### **School Resource Officer**

Ofc. Bethany Bonczar, Ofc. Matthew Koziol

### **Communication Division**

Supervisor Walesca Gomez, Assistant Supervisor Bonnie Murray, Jose Martinez, Jamie Volianites, Kimberly Desmarais, Colleen Cullen, Jen Barry, Ashley Cedorchuk. Part Time; Julissa Torres, Marcie Furlong

### **Reserve Police Officers**

Paul Patalano

### **Special Police Officers**

Jack Manning (Ret. Sgt.), Bryan Nasworthy (Ret. Lt.), Joseph Pivrotto (Ret. Sgt.), Chris Chronopoulos (Ret. Deputy), Carlos Borges, Felix Concepcion (Ret. Ofc.) McPadden (Ret. Ofc.), Jeffrey Melisi (Ret. Ofc.), Dave O'Brien (Ret. Ofc.), Frank Keefe (Ret. Ofc.)





## Sewer Commission

### **Commissioners:**

Brian Martin, Chairman  
Fred Perrault  
Darryl Wickens

### **Employees:**

Kathleen Cayer, Sewer Administrator  
Paul Provencher, Senior Foreman  
Doug Latulippe, Skilled Laborer

The Tyngsborough Sewer Commission consists of an elected three member board. Sewer Commission meetings are held on the second and fourth Thursdays of the month at 6 p.m.

Scheduled maintenance of the town-owned pump stations is ongoing. Web-based monitoring systems are providing real time data resulting in early detection of potential problems and a more efficient use of the resources.

In calendar year 2020 the Commission had 41 new residential connections and 4 new commercial connections. To aid those property owners who do wish to connect to the sewer system, the Sewer Commission has offered a covenant agreement that can be utilized to pay the connection fee over time. There are separate agreements for both residential and commercial properties.

The Sewer Commission is also focused on the implementation of the town's approved Comprehensive Wastewater Management Plan (CWMP).

At the Annual Town Meeting in May 2018, the Phase 2 Sewer Project was approved. Construction began in the summer of 2019, with an anticipated completion date of spring 2021. The Phase 2 project will service 57 parcels concentrated in the Town's largest commercial/industrial zoning area along Middlesex Road. Construction includes two new pump stations. Included in the Phase 2 project, the Tyngsborough Water District has constructed a portion of water line which will close the loop on two dead end water mains to provide public water to parcels along the route. The sewer project is funded by an SRF loan through Massachusetts Clean Water Trust. A Massworks Grant has been received for the Phase 2 Project to help offset a portion of the construction costs, for both the sewer and water line portions of this project. The Phase 2 Sewer project is close to completion, and betterments will be issued to the parcel owners along the route in the fall of 2021.

All data collection information indicates that Infiltration and Inflow (I/I) continues to be the most costly problem with the system. Infiltration is caused by leaks in the system allowing groundwater or surface storm water runoff to enter the system. The Sewer Department has identified those areas, and has completed the 2nd phase of monitoring, which included manhole inspections, flow isolations, smoke testing, CCTV inspections and house inspections. Inflow is the deliberate dumping of water into the sewer system from basement sump pumps and other similar sources. This volume of clean water is metered at town lines and the town is invoiced for every gallon. Discharging clean water into the sewer system is a fineable offense. In order to keep user rates down, the Sewer Commission requires that all users seek alternative means for discharging sump pumps. I/I rehab designs are currently underway, with rehab anticipated to begin in 2021.

If you have any questions or concerns, please call the office at (978) 743-5354, or attend one of our meetings. The first item on every agenda is Citizen's Time.

## Sustainability Committee

The Sustainability Committee, now in our second year, was formally established by the Board of Selectman in June 2019. The Committee is tasked with supporting efforts to reduce contamination in the current recycling program and reduce future costs through the consideration of new programs and public outreach, working with town departments to support recycling initiatives at public events and buildings, assisting the Conservation Commission with public engagement and awareness regarding storm water management, and serving as a resource for both town residents and businesses in the areas of improving and implementing waste reduction and energy saving initiatives. The Committee meets monthly, on the 3rd Tuesday of the month at 6:30PM. Residents are always welcome to attend our meetings and we look forward to hearing your feedback and suggestions.

The Committee built on what we learned in 2019 and focused our efforts on education and outreach. In March 2020, the Town was awarded a \$20,000 technical assistance grant from the Massachusetts Department of Environmental Protection to support the RecyclingIQ program. This program provided information to residents about what types of items are accepted in the curbside recycling program, through direct mail pieces, social media, and updates to the Town website as well as signage around Town. The material highlighted our top contaminant, plastic bags and films, which are not accepted for recycling curbside. Additionally, cart checkers provided in-person inspection of recycling carts at the curb and real time feedback to residents. Recycling IQ ran for 16 weeks during the summer and fall of 2020. During the program, we reported a 95% reduction in tagging carts for rejection of non-recyclables. Our recycling processor, Waste Management, conducted a final audit of the quality of recyclables in late 2020 and reported a 61% improvement over the prior year. The incredible success of the program is a testament to the hard work our residents put in to re-learn what's accepted curbside for recycling.

The Sustainability Committee also spearheaded a program, begun in February of 2020, to offer a special collection of plastic bags and films at Town Hall. This program helped to reinforce the message that plastic bags are not accepted for recycling at the curb and instead should be brought to a special collection point, like at your local grocery retailer. Over the life of the program, volunteers collected 1200 pounds of material, sorted out non-recyclable bags, weighed and delivered it to a partner retailer. This material is picked up at the partner retailer to be turned into recycled composite decking by Trex. As a reward for our efforts, Trex provided the Town with two outdoor benches that will be used in the Long Pond Shores improvement project.

We continue to work toward waste reduction and resource conservation by exploring new opportunities for residents. The Town has entered into a partnership with HomeWorks Energy, of the Mass Save® program, to help residents access no-cost home energy and HVAC assessment appointments. HomeWorks Energy is committed to helping residents save money on their utility bills and improve energy efficiency. During the holiday season, we once again collected broken and unwanted string lights for recycling. Residents recycled 280 pounds of lights and kept this material out of the waste stream. Finally, we have worked to encourage residents to compost their organic waste by taking advantage of reduced cost compost bins available through the Board of Health or by subscribing to a local curbside composting service with OffBeet Compost, Black Earth Compost or City Compost.

The past year was trying in many ways. However, what was made clear, is that when we all work together, we can make a huge difference. Our community banded together to make small changes for the better. We will continue to build on this foundation for a more sustainable future.

Respectfully Submitted,  
Liz Antanavica  
Sustainability Committee, Chair



# The 2020 Annual Town Report



## Office of the Town Clerk

Joanne Shifres, Town Clerk  
Nancy Johnson, Assistant Town Clerk

jshifres@tyngsboroughma.gov  
njohnson@tyngsboroughma.gov

To the Citizens of Tyngsborough:

Often considered the gateway to local government and the community, the Office of the Town Clerk serves as the central information point for residents and visitors alike. The Town Clerk is the chief election official, recording official and registrar of vital records, public records official and licensing officer. The Town Clerk is responsible for ensuring the integrity of all elections and election-related activities. We are responsible for the polling places and providing safe and accessible locations for all registered voters.

The Town Clerk records all actions of Town Meeting and updates the permanent record book for the Town. The Clerk's office is responsible for the annual town census and the creation of the annual street list.

We handle submitting all By-Law changes, both General and Zoning, to the Attorney General for approval. After the Attorney General approves the changes, the By-Laws are updated and distributed to the appropriate departments. We also maintain the Town bulletin board, oaths of office, appointments and resignations of all Town officials.

We issue state licenses and permits, including marriage licenses, business certificates, dog licenses, hunting and fishing licenses, fuel storage licenses, raffle/bazaar permits and certified requests for public documents. We are also responsible for all vital records.

The following table summarizes the 2020 fees collected:

Paid to State for Fish and Wildlife Licenses	1,140.35
Paid to Town for Fish and Wildlife Fees	42.25
Paid to Town for Dog Licenses	10,071.00
Paid to Town for Non-Criminal Disposition Fees	800.00
Paid to Town for Town Clerk's Fees	7,954.00
Total Receipts	22,027.60



## Veteran's Service Department

There are approximately 1200 Veterans residing in Tyngsboro. The Veteran's office assists many of these Veterans in filing disability compensation claims with the Veterans Administration. Federal compensation claims to our residents have almost doubled over the past year from \$203,397.41 to \$385,013.08, which was approximately a 90% increase from the previous year. We have been successful in delivering approximately over 3.82 Million Dollars in financial benefits to our deserving Tyngsboro Veterans over the years under chapter 115 State programs! Respect, Courtesy, Confidentiality is our motto! We advocate for Veterans whatever their needs.

The Veterans' office continues an aggressive outreach program to bring benefit information to our need Veterans and their widows. This outreach has significantly increased the number of families that we assist on a daily basis. We provide financial and medical assistance based on family income and assets. Single Veteran/widow monthly gross income of \$1945.00 or below and a couple monthly gross income \$2621.00 or below. A primary car and home is NOT countable income. The Veteran's benefits budget is projected to exceed \$200,000 in FY-20 of which 75% is reimbursed to the town from the Commonwealth of Massachusetts.

Some of the services we provide are as follows – assistance with filing for domiciliary care, nursing home care, health care enrollment, outpatient pharmacy services, agent orange and gulf war claims, alcohol and drug dependence treatment, education and training, home loan guarantees, service life insurance, burial benefits including headstones and markers, bonuses, license plates, record retention, Massachusetts Veterans' cemeteries, women Veteran's issues, homeless Veterans, replacing military records and medals, review of discharges, social security and ssi assistance, Veterans' preference in employment and housing, real estate tax abatement's, along with many more benefits and entitlements.

The Veteran's service Department is a one-stop center for Veterans and their dependents. We are committed to aid, counsel, and assist. My office has seen a marked increase in filing claims for our returning Veterans from Iraq and Afghanistan. Most of those claims are for battlefield injuries including post-traumatic stress disorder (PTSD). The following information may be of some assistance. V.A. claims are up over 120% from the previous year.

The Massachusetts legislature has provided a bonus for our members of the armed forces who have served in harm's way since September 11, 2001. A \$1,000.00 bonus for those who served in Iraq and Afghanistan. A \$500.00 bonus for those who served elsewhere around the world. Also, an increase in annuities to \$2,000.00 annually for our 100% service-connected disabled Veterans, Gold Star Parents and Gold Star Spouses!

If you are a Veteran, Widow or Dependent of a Veteran who needs these services, we are available in the Town Hall, Monday through Friday, (978) 649-2300 X131, [veteransagent@tyngsboroughma.gov](mailto:veteransagent@tyngsboroughma.gov).

Christopher W Dery  
Veterans' Agent





## Zoning Board of Appeals

Ed Smith, Chairman  
Adriana Gioumbakis, Vice Chairman  
Robb Kydd  
Joe Polin

Shaun Keegan  
Doug Latulippe, Alternate  
Vacant Alternate Seat  
Pamela Berman, Administrative Assistant

The Tyngsborough Zoning Board of Appeals continued to work with the Tyngsborough Building Commissioner to provide valuable assistance to residents and project developers.

The Zoning Board of Appeals held 11 public meetings in 2020 and heard requests for 9 Variances, 6 Special Permits, and 1 Variance Extensions.

### Variances

194 Massapoag Rd. (Approved)  
425 Middlesex Rd. (Denied)  
83 Sequoia Dr. (Approved)  
263 Pawtucket Blvd. (Approved)  
11 Mackey Dr. (Approved)  
16, 20 & 0 Kendall Rd. (Approved)  
198 Sherburne Ave. (Approved)  
39 Norris Rd. (Approved)  
44 Old Tyng Rd. Bldg. 3 (Approved)  
33 Phalanx St. (Approved)

### Special Permits

194 Massapoag Rd. (Approved)  
263 Pawtucket Blvd. (Approved)  
16,20, & 0 Kendall Road (Approved)  
198 Sherburne Ave (Approved)  
39 Norris Road (Approved)  
Tyngsborough Golf Course (hearing opened, but no vote taken until 2021)  
33 Phalanx Street (Approved)

The ZBA continued to closely monitor the Tyngsborough Crossing/Merrimac Commons Comprehensive Permit projects. All ownership units have been completed, and Phase 1 of the rental portion has been completed. In addition, the final affordable unit in the Tyng Village Comprehensive Permit project was accepted in 2020. The Town has maintained a solid affordable Subsidized Housing Inventory and currently sits above the State mandated 10% at 11.2%.

# The 2020 Annual Town Report



## Greater Lowell Technical High School

The Greater Lowell Technical High School Committee meets in the Administrative Office (Room 2260), 250 Pawtucket Boulevard, Tyngsboro, Massachusetts. Meetings are public and district residents are welcome to attend. School Committee and sub-committee meeting schedules, past meeting minutes, and the current fiscal year budget are listed on the school's web site at [www.gltech.org](http://www.gltech.org).

### ELECTED SCHOOL COMMITTEE MEMBERS

Paul E. Morin	Dracut-Exp.2024	Lee Gitschier	Lowell-Exp.2024
Matthew Sheehan	Dracut-Exp.2022	Curtis J. LeMay	Lowell-Exp.2024
Kempton P. Giggey	Dunstable-Exp.2022	George W. O'Hare	Lowell-Exp.2022
Fred Bahou	Lowell-Exp.2022	George A. Tatseos	Tyngsboro-Exp.2022

### MISSION STATEMENT

Greater Lowell Technical High School commits to ensure students' readiness for career, college, and citizenship in the 21st century. We challenge and support students as they realize their individual potential for personal and professional success.

### STUDENT ENROLLMENT CHARACTERISTICS

62.4% high needs students, which is 13.7% higher than the state average of 48.7%.  
44.8% economically disadvantaged students, which is 12% higher than the state average of 32.8%.  
18.6% students with disabilities, which is .2% higher than the state average of 18.4%.

### STUDENT SUCCESS INDICATORS

- The Massachusetts Department of Elementary and Secondary Education did not administer Spring 2020 MCAS for the 2019-2020 school year due to the cancellation of state assessments and school closures related to COVID-19.
- (2019) Graduation rate of 95.7%, which is 7.7% higher than the state average of 88.0%.
- (2019) Graduation rate of 86.6% for students with disabilities, which is 12.7% higher than the State average 73.9%.
- (2019) Dropout rate of .6%, which is more than three times lower than the state average of 1.8%.
- (2019) Retention rate of 0.9%, which is less than the state average of 1.2%.
- 38% of the Class of 2020 (189 students) were employed in their career major as of February 2020 through the school's Cooperative Education program.

### VOCATIONAL TECHNICAL EDUCATION PROGRAMS

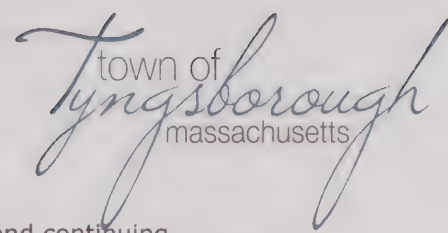
Greater Lowell Tech offers high school students a career focused education in 23 diverse vocational technical programs organized into the following four occupational clusters: Construction Technology, Transportation/Manufacturing, Personal Services, and Technology. Each of the 23 programs is supported by an Advisory Committee comprised of business and industry partners that meet twice per year to make recommendations on program improvements and assist with identifying student employment opportunities.

### ADULT PRACTICAL NURSING AND POSTSECONDARY PROGRAMS

The Practical Nursing Program is a 40-week, full-time, postsecondary course that includes both classroom and clinical instruction in acute and sub-acute local healthcare facilities. After completing the program, graduates are eligible to take the National Council of Licensing Examination to become a Licensed Practical Nurse. The (unofficial) first time attempted pass rate for the class of 2020 is 89%. To accommodate diverse schedules, both a daytime and an evening/weekends division are offered. The Placement Director reported that 84% of the graduates were placed in employment as of the fall of 2019. This percentage does not include the effects from Covid-19. Greater Lowell also offers a variety of adult continuing education courses in the area of health



## The 2020 Annual Town Report



career training, computer training, introductory courses for the basic trades, and continuing education courses for electricians and plumbers to prepare for their Journeyman or Masters Exams. Personal enrichment courses are also offered for those interested in improving job skills, changing careers or simply pursuing a leisure-time interest. More than 522 adult students took postsecondary courses during the past school year. All students earn certificates of completion and can obtain State or National Certifications, if applicable.

### **FINANCES**

#### **Revenue**

#### **2019/2020**

Excess and Deficiency  
Other

\$477,853  
\$233,573

#### **Assessments**

Includes Minimum Contributions, Transportation, and Debt Service (Building Project)

Dracut	\$4,909,836
Dunstable	\$297,740
Lowell	\$9,149,744
Tyngsboro	<u>\$1,401,924</u>
Total	\$15,759,244

#### **State Aid**

Chapter 70	\$28,840,290
Transportation	\$1,452,516
Total State Aid	<u>\$30,292,806</u>
<b>TOTAL REVENUE</b>	<b>\$46,763,476</b>

#### **Expenses:**

Operating	
Instruction	\$21,512,551
Plant	\$4,489,736
Fixed Charges	\$10,536,302
Administration	\$2,655,015
Other Services	\$5,829,436
Programs w/other Districts	\$204,505
OPEB	\$100,000
Debt Service (Building Project)	<u>\$1,435,931</u>
<b>TOTAL EXPENSES</b>	<b>\$46,763,476</b>

## Tyngsborough Public Schools

To the Community of Tyngsborough:

At the start of 2020, Tyngsborough Public Schools was nearing the halfway point of our 19-20 school year and was focused on our three major objectives as outlined in our Strategy for District Improvement (SDI): (1) Meeting the needs of all learners, (2) Rigorous and consistent programming, and (3) Professional practice. As a result of this focus and the collective efforts and skills of our talented teachers and support staff, our students were provided a wide variety of inclusive, innovative learning environments and experiences that are designed to meet their individual needs and challenge them to maximize their potential. Our students continued to demonstrate growth and success in the classroom, on the field and stage, and out in the community where their ongoing commitment to service learning is regularly on display through their involvement in a wide variety of service initiatives and programs.

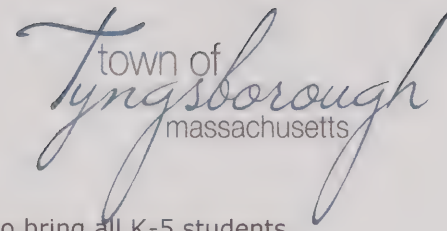
Additionally, we focused on professional development and program reviews in an effort to remain reflective and progressive in regard to teaching and learning. This included a focus on K-5 Mathematics which included our ongoing partnership with Lesley University, as well as curriculum reviews and adoptions in K-12 History/Social Science and K-12 computer science. We continued to support the use of digital learning tools throughout all grade levels and understood the importance of ensuring that our students develop fluency in the uses of, impact of, and ability to manipulate technology for living, learning, and working, and have the opportunity to consider innovative and creative technology-based careers of the future.

On March 13<sup>th</sup>, 2020, as a result of the pandemic TPS was forced to immediately transition to a fully-remote learning model. We began by prioritizing student and family foundational needs while providing academic resources to support students and families as they adjusted to the school closing. Shortly after on March 26<sup>th</sup> when Governor Baker announced the extended school closure, TPS developed a Remote Learning Plan which provided structure and expectations for how we would continue to provide our students with meaningful and productive learning opportunities intended to help them deepen their understanding of content standards and related skills that had been previously introduced. During the remainder of the 19-20 school year we responded to the ever-changing dynamics of the pandemic as well as updates from the Governor's office and DESE by working collaboratively with educators, families and students in an effort to best meet the social, emotional, and educational needs of our students. While culminating activities and end-of-year traditions looked different, we proudly celebrated the many accomplishments of our students to the greatest extent possible.

In an effort to remain proactive and focused on the needs of all members of our learning community, in May 2020 the District convened a Reopening Task Force made up of representatives from various stakeholder groups that was responsible for making a reopening recommendation to the Tyngsborough School Committee. The work of this committee as well as that of the School Committee, administrative team, TPS educators, and family feedback led to the development of the District's Fall Reopening Plan which provides students with a concurrent classroom model that combines a hybrid learning model with a remote learning model. Many steps were taken to ensure the success of this model including the implementation of a one-one Chromebook model in grades K-8, implementation of new technology for teachers, updates to our technology infrastructure, adjustments to programming and staffing, updated health and safety protocols, and a ten day professional development program designed with and for educators to best prepare for the new instructional model.



## The 2020 Annual Town Report



At the time that this letter was written, the District was implementing a plan to bring all K-5 students back in-person five days a week and was developing a plan to increase in-person learning for 6-12 students as much as possible. Throughout this time, our decisions have been guided by data and context, and focused on the best interest of all TPS students and staff. Our district benefits greatly from a community that values and supports the education of our up and coming community members.

As I reflect on the past year, I am proud of the efforts and accomplishments of our students and staff. We have remained adaptive, positive, and singularly focused on providing the best educational environment possible for our students. It is my hope that we can continue to work together in the best interest of all of our students and provide them with the highest quality education possible so that they will be prepared to make a positive impact on their community and world.

Respectfully submitted,

Dr. Michael Flanagan  
Superintendent of Schools

## Dracut Water Supply District

### Dracut Water Supply District Customers

We are pleased to present the FY20 Annual Report. This Report presents the overview of the District's Governing and Water System as well as the Operations, Planning, and Financial for the FY21& FY22.

### Governing

Dracut Water Supply District (DWSD) was established under Massachusetts Legislation Acts (MLA) in 1905 to supply water to part of Dracut and passed MLA in 1943 to supply water to part of Tyngsborough. DWSD is an independent Public Entity, governed by an annual meeting of the District, 3 elected Water Commissioners, and operated by 9 employees. The DWSD's source of income is from the water rate payers.

### Water System

The District has two Wellfields, a connection with Lowell Regional Water Facility, two Water Treatment Facilities, 3 Water Storage Tanks, 8 pump Stations and 140 miles of Water Mains.

### Current Water System Challenges:

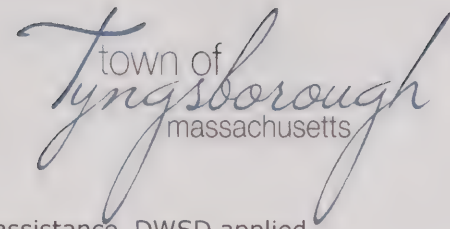
- Aging Water System Infrastructures: The majority of the DWSD's system was installed between 1951 and 1963. Some of the wells, water mains, and water storage tanks have almost exceeded their service life expectancy.
- Regulation changes:
  - Manganese: The Mass DEP issued a Drinking Water Health Advisory for Manganese (Mn) in 2014. This Health Advisory requires the PWS to notify the public if Mn is greater than 0.3 mg/L in the water.
  - PFAS6: The Mass DEP promulgated a Drinking Water Maximum Contamination Level (MCL) for PFAS6 in 2021. The MCL for PFAS is 20 PPT.
- Water Demands: The DWSD has difficulty producing adequate water with the existing infrastructure to meet water demands during the summer months due to the population growth.
- Water Hydraulic Limitations:
  - Well water is rich with Iron and Manganese. Iron and Manganese build up in the water mains and results in restriction of water flow and causes pressure loss.
  - Without water from the Tyngsborough Wellfield, the DWSD would need to purchase more water from Lowell. There would be difficulty to back feed water from Lowell to Tyngsborough customers due to the pressure loss caused by buildup in the water mains.
- Redundancy: Without water from the Tyngsborough Wellfield, 100% of the DWSD's water would have to be purchased from Lowell.
- Cost of water: The DWSD cannot control the water rate if 100% of its water is purchased from Lowell. The City of Lowell just increased 40% of their water rate on 7/1/2021.
- Water Quality: The existing water mains have Manganese and Iron buildups on the pipe. When the water mains are disturbed by the flow or pressure changed, the buildups will peel off from the pipe and results in brown water.
- Fire Protection: some areas in Dracut and Tyngsborough do not have enough water flow for fire protection.

### Projects in 2020-2021:

In FY19, DWSD appointed the Engineers of Tighe & Bond (T&B) to overview the DWSD's water system issues and produced a 20 year Master Plan. The Engineers of T&B also provided a 5 year plan out of the Master Plan. This 5 year plan includes 3 improvement projects to resolve the most critical issues



## The 2020 Annual Town Report



that the DWSD's water system is facing. In FY20, with the Engineers of T&B's assistance, DWSD applied and received \$25 million from the Massachusetts Drinking Water State Revolving Fund (SRF).

In the FY 2021, DWSD and Engineers of Tighe & Bond will be implementing the following projects:

- The Manganese Removal Treatment Facility
- 16" Water Main Improvement Project
- State Forest Water Storage Tank Replacement

### Financial

The District's financial is supported by rate payers. The revenues that we collect are being used on system's operations and many current and future improvement projects. The SRF loan is a 20 year low interest loan (2%). DWSD believes there will be no significant water rate increase to implement the above three projects. DWSD believes that the savings from not purchasing Lowell Water will be able to pay the SRF loan. In addition, DWSD will be able to discontinue 3-4 Pump Stations after the completion of the 3 projects. The operation saving of these Pump Stations will be able to pay the loan.

We are committed to providing safe and high-quality drinking water to our customers. We pledge to continue to work on the behalf of all the District customers and we welcome your constructive criticism in order to improve the efficiency of the District operations.

Respectfully,

A handwritten signature in dark ink, appearing to read "Michael Sheu".

Michael Sheu  
Superintendent

## North Chelmsford Water District

### Commissioners:

Bruce H. Clark, Chairman  
Robert M. Leavitt, Clerk  
David M. Irvine  
Assistant.

### Employees:

John H. Daughraty	Joshua Richard
Robert J. Cossette	Eric Hunnus
Joseph L. Caron	Diane Lynch, Office

### Management:

Bruce J. Harper, Sr., Superintendent  
Daysha I. Morell, Treasurer/Office Mgr.

To the Citizens of Tyngsborough:

The North Chelmsford Water District was originally established in 1906 as the North Chelmsford Fire District with the purpose of providing an abundant supply of pure water for drinking purposes and fire protection for 200 service connections. In 1946, by Chapter 72 of the Acts of 1946, the District became known by its current name.

Today, the District has approximately 2,881 service connections, with just under 100 service connections in Tyngsborough. The North Chelmsford Water District remains committed to providing residents with a safe, reliable supply of high-quality drinking water. Our water is tested using sophisticated equipment and advanced procedures. The District's water is sourced from 4 gravel packed wells and 2 Bedrock wells located in the Bomil Well Field. We pump water from the 4 wells and pipe it to a state-of-the art Ultrafiltration Treatment Plant. At the Treatment Plant, Chlorine Dioxide is added to oxidize iron and manganese to aid in its removal from the water supply. Potassium Hydroxide is added to adjust the pH and aid in corrosion control, and Poly Aluminum Chloride is added to aid in the filtration process. Prior to sending the finished water to the distribution system, we add chlorine to maintain a residual level between .45 to .75 milligrams per liter. We do not add fluoride to the water supply. Our water meets or exceeds all State and Federal Standards.

A three-member Board of Water Commissioners elected by the water takers of North Chelmsford monitors the operations of the North Chelmsford Water District. Current members are Chairman, Bruce H. Clark, Robert M. Leavitt, Clerk and David M. Irvine.

Commissioners meet on the first Monday of each month at 4:00 PM at the Water District office. All meeting times and agendas are posted at the Chelmsford Town Hall. Those who wish to meet with the Commissioners are asked to put their request in writing and they will be added to the next agenda. We encourage public interest and participation in our decisions affecting drinking water.

The Water District office is located at 64 Washington Street, N. Chelmsford, MA. The office hours are 7:30AM to 3:30PM Monday through Friday. A member of our maintenance staff is always on-call. After hours, the answering service takes messages and will page the on-call person for water emergencies.

Our contact information:

Phone: 978-251-3931  
Fax: 978-251-1181  
Email: [northchelmsfordwater@outlook.com](mailto:northchelmsfordwater@outlook.com)  
Website: [www.northchelmsfordwater.com](http://www.northchelmsfordwater.com)

We invite you to visit our website to find information on our current water rates, rules & regulations, Consumer Confidence Report, Summer Water Management Program, pay your bill, and to view helpful links.



## Tyngsborough Water District

### **Board of Water Commissioners:**

Warren W. Allgrove, Jr., Chairman  
David J Reault, Vice Chairman  
Edgar W. Gordon, Clerk  
George L. Dupras  
Thomas C. Ives

### **Management:**

Dale Thompson, Superintendent

To the Citizens of Tyngsborough:

The Tyngsborough Water District was established in 1983 with the purpose of "supplying the Town with water for the extinguishment of fires and for domestic and other purposes".

Over the years, the District has dedicated themselves to delivering drinking water that meets all state and federal standards. The District continually strives to adopt new methods for delivering the best quality drinking water to you. As new challenges to drinking water safety emerge, we remain vigilant in meeting the goals of source water protection, water conservation, and community education while continuing to serve the needs of all our water users.

Commissioners meet on the first and third Tuesday of each month at 7:00 PM at the Tyngsborough Water District Office, 87 Progress Avenue, Unit #2, Tyngsborough, MA 01879. All meeting times and agendas are posted at Tyngsborough Town Hall, 25 Bryants Lane, Tyngsborough, MA 01879. You are invited to participate in our public forum and voice your concerns about your drinking water.

The office hours are 7:00 AM to 3:30 PM Monday through Friday.

Our contact information:

Phone: 978-649-4577  
Fax: 978-649-4453  
Email: [info@tyngsboroughwater.org](mailto:info@tyngsboroughwater.org)  
Website: <http://www.tyngsboroughwater.org/>

We invite you to visit our website to find information on our current water rates, our Consumer Confidence Report, and to pay your bill.

Our Annual Consumer Confidence Report will be available after June 1<sup>st</sup> at the Water District Office and at the Tyngsborough Town Offices.



## Tyngsborough Housing Authority

The Tyngsborough Housing Authority (THA) was established in 1979 and is responsible for all state public housing programs in town. Currently the THA has 88 senior, 4 congregate, 18 family, and 8 units for Department of Mental retardation clients. All housing applications are prioritized according to the state Department of Housing and Community Development (DHCD) guidelines. Veterans, emergencies and Tyngsborough residents, receive preference for housing. The THA consists of a five member non-salaried Board of Commissioners, who serve staggered five year terms. Four members are elected by town voters and one member is appointed by the Governor to a five year term. The Board meets on the last Wednesday of each month, alternating between the Community Rooms at Brinley Terrace at 198 Middlesex Road and the Red Pine Terrace at 186 Frost Road. The Authority has two developments for seniors and people with disabilities:

**BRINLEY TERRACE, 198 Middlesex Road** is a 56-unit development of two story buildings in a lovely village setting on 5 acres. **RED PINE TERRACE, 186 Frost Road** is an accessible 32-unit, two-story building on 8 wooded acres. Each apartment has a refrigerator, stove, generous closet space, and wall to wall carpeting. Heat, electric and hot water are included in the rent. There are on site laundry facilities and parking. The maintenance staff cares for the lawn, removes snow and responds to emergencies.

**Red Pine Terrace has 18 family units**, two of which are wheelchair accessible. The two and three bedroom apartments are designed for families and have a refrigerator, stove, generous closet space, washer/dryer hookups, storage sheds and parking. **CONGREGATE UNITS** are a group living situation offering four private rooms and a shared kitchen, living room, dining room, and bathrooms. Meals, housekeeping, personal care, laundry services and shopping are provided by the servicing agency. Red Pine Terrace's congregate unit is for persons needing some assistance in daily living with Elder Services of the Merrimack Valley, Inc. providing the services.

**LIVE OAK TERRACE, 130 Coburn Road** is a residential development for Massachusetts DMR's clients.

**ELIGIBILITY FOR HOUSING** is limited to seniors 60 years or older, people with disabilities under age 60, and persons 18 years of age with a need for family housing. The household's income must be below the following amounts: One person \$50,350 Two persons \$57,550 Three persons \$64,750 Four persons \$71,900 Five persons \$77,700 Six persons \$83,450.

The Commissioners and the Executive Director wish to thank the following organizations for their efforts: The Tyngsborough Highway Department for sanding and salting the Authority's developments during the winter months. The Tyngsborough Garden club for the lovely spring and fall plantings at Brinley Terrace. Residents at Red Pine Terrace for their lovely plantings on the property. Tyngsborough Housing Board of Commissioners mission is to seek funding and land to build more housing. The Tyngsborough Housing Authority's office is located at Brinley Terrace, 198 Middlesex Road. Office hours are 9 A.M. – 2 P.M. Monday thru Friday. For information, please call 978-649-9941 or visit our website at [www.tyngsboroha.org](http://www.tyngsboroha.org). Their you can download an application; we can mail one to you or you can apply online to the centralized wait list at [www.mass.gov/applyforpublichousing](http://www.mass.gov/applyforpublichousing).

It is with sadness that the Tyngsborough Housing Authority Board of Commissioners report the passing of their time Chairperson Richard "Rick" Deleo, Jr.

Respectfully submitted,

Corliss "Cory" Lambert, Chairperson, John Pelletier, Vice-Chairperson, Margaret "Peg" Giguere, Treasurer, Donald "Don" Lampron, Asst. Treasurer, Brian Martin



## Acknowledgements

This Annual Report is presented by Town Administration.

We sincerely thank all Boards, Commissions, Committees, and Departments of the Town of Tyngsborough as well as all governmental organizations in Tyngsborough for submitting a report.

This report was compiled by Colin Loiselle in the Town Administrator's Office.

The cover photo was taken by Dianna Mines and submitted through the Tyngsborough Media Department Photo Contest.

## Appendices

Included at the conclusion of this report, please see the following appendices:

1. FY 19 Revenue Report
2. Agency Funds
3. Capital Projects
4. Combined Balance Sheet
5. Enterprise Funds
6. Sewer Expense Report
7. Ambulance Expense Report
8. Trust Fund Report
9. Statement of Outstanding Debt
10. Cherry Sheet / State Local Aid
11. Tax Rate Recap
12. General Fund Expenditure Summary
13. Primary Election Results
14. June 30, 2020 Town Election Results
15. State Primary Election Results
16. November 3, 2020 General Election Results
17. September 26, 2020 Annual Town Meeting Minutes



# Town of Tyngsborough

## Revenue Report

Period Ending 6/30/20

### Year to Year Comparison

Revenue Source	6/30/2018	6/30/2019	6/30/2020	FY19 to 20 Change	FY 19-20 Sparkline
Real Estate & Pers Property	\$ 26,900,929	\$ 27,330,284	\$ 28,526,468	↑ \$ 1,196,184	• • • • •
Motor Vehicle Excise	\$ 1,988,969	\$ 2,147,033	\$ 2,066,927	↓ \$ (80,106)	• • • • •
Other Excise (Meals, Room, Other)	\$ 346,874	\$ 320,836	\$ 282,836	↓ \$ (38,000)	• • • • •
Penalties & Interest	\$ 175,272	\$ 350,468	\$ 168,331	↓ \$ (182,137)	• • • • •
Rentals (Billboard Lease)		\$ 48,333	\$ 115,468	↑ \$ 67,135	• • • • •
PILOT	\$ 37,405	\$ 37,763	\$ 37,859	↑ \$ 96	• • • • •
Charges for Services - Solid Waste	\$ 30,502	\$ 9,496	\$ 8,444	↓ \$ (1,052)	• • • • •
CPA Revenue	\$ 752,989	\$ 833,148	\$ 888,540	↑ \$ 55,392	• • • • •
Sewer Enterprise Fund	\$ 1,414,471	\$ 1,428,730	\$ 1,417,662	↓ \$ (11,068)	• • • • •
Betterments Phase I		\$ 1,729,928	\$ 1,521,239	↓ \$ (208,689)	• • • • •
Ambulance Enterprise Fund	\$ 447,632	\$ 527,986	\$ 579,036	↑ \$ 51,050	• • • • •
Fees	\$ 86,214	\$ 110,415	\$ 94,837	↓ \$ (15,578)	• • • • •
Departmental Revenue	\$ 43,698	\$ 52,840	\$ 45,487	↓ \$ (7,353)	• • • • •
Library Revenue	\$ 4,296	\$ 2,930	\$ 1,786	↓ \$ (1,144)	• • • • •
Cemetery Revenue	\$ 16,750	\$ 11,740	\$ 11,735	↓ \$ (5)	• • • • •
License & Permits	\$ 722,366	\$ 640,661	\$ 582,201	↓ \$ (58,460)	• • • • •
Fines & Forefits	\$ 33,460	\$ 28,627	\$ 21,910	↓ \$ (6,717)	• • • • •
Investments	\$ 94,494	\$ 212,811	\$ 131,764	↓ \$ (81,047)	• • • • •
Comm of MA Cherry Sheet	\$ 8,605,669	\$ 8,804,211	\$ 8,819,491	↑ \$ 15,280	• • • • •
Cherry Sheet Charges & Assessments	\$ (1,348,780)	\$ (1,539,585)	\$ (1,434,084)	↑ \$ 105,501	• • • • •
Medicaid Reimbursement	\$ 197,092	\$ 70,356	\$ 168,646	↑ \$ 98,290	• • • • •
*Misc Revenue	\$ 190,301	\$ 859,419	\$ 495,130	↓ \$ (364,289)	• • • • •
Tax Liens Redeemed	\$ 79,399	\$ 605,746	\$ 104,479	↓ \$ (501,267)	• • • • •
<b>Total</b>	<b>\$ 40,820,002</b>	<b>\$ 44,624,176</b>	<b>\$ 44,656,191</b>	<b>↓ \$ 32,015</b>	<b>• • • • •</b>

\*Other available revenue sources include general fund reimburse from Enterprise, PEG, Transfer from debt & stabilizations and Wetlands protection

\*\*Misc revenue includes \$436k in restitution

# Town of Tyngsborough

Revenue Report  
Period Ending 6/30/20

## Collections as a Percent of Budget

Revenue Source	FY20 Estimated	FY20 Actual	Variance	% Collected
Real Estate & Pers Property	\$ 28,895,175	\$ 28,526,468	\$ (368,707)	98.72%
Motor Vehicle Excise	\$ 2,046,649	\$ 2,066,927	\$ 20,278	100.99%
Other Excise (Meals, Room, Other)	\$ 340,000	\$ 282,836	\$ (57,164)	83.19%
Penalties & Interest	\$ 175,000	\$ 168,331	\$ (6,669)	96.19%
Rentals (Billboard Lease)	\$ 116,000	\$ 115,468	\$ (532)	99.54%
PILOT	\$ 36,000	\$ 37,859	\$ 1,859	105.16%
Charges for Services - Solid Waste	\$ 17,000	\$ 8,444	\$ (8,556)	49.67%
CPA Revenue	\$ 668,500	\$ 888,540	\$ 220,040	132.92%
Sewer Enterprise Fund	\$ 1,316,287	\$ 1,417,662	\$ 101,375	107.70%
+Betterments Phase I	\$ -	\$ 1,521,239	\$ 1,521,239	
Ambulance Enterprise Fund	\$ 612,000	\$ 579,036	\$ (32,964)	94.61%
Fees	\$ 87,720	\$ 94,837	\$ 7,117	108.11%
Departmental Revenue	\$ 31,500	\$ 45,487	\$ 13,987	144.40%
Library Revenue	\$ 2,900	\$ 1,786	\$ (1,114)	61.59%
Cemetery Revenue	\$ 10,000	\$ 11,735	\$ 1,735	117.35%
License & Permits	\$ 525,000	\$ 582,201	\$ 57,201	110.90%
Fines & Forefits	\$ 27,000	\$ 21,910	\$ (5,090)	81.15%
Investments	\$ 140,000	\$ 131,764	\$ (8,236)	94.12%
Comm of MA Cherry Sheet	\$ 9,116,847	\$ 8,819,491	\$ (297,356)	96.74%
Cherry Sheet Charges & Assessments	\$ (1,618,074)	\$ (1,434,084)	\$ 183,990	88.63%
Medicaid Reimbursement	\$ 197,000	\$ 168,646	\$ (28,354)	85.61%
*Misc Revenue	\$ 452,826	\$ 495,130	\$ 42,304	109.34%
Tax Liens Redeemed	\$ 165,000	\$ 104,479	\$ (60,521)	63.32%
<b>Total</b>	<b>\$ 43,360,330</b>	<b>\$ 44,656,192</b>	<b>\$ 1,295,862</b>	<b>102.99%</b>
<b>Estimated Local Receipts</b>	<b>\$ 3,936,919</b>	<b>\$ 3,956,754</b>	<b>\$ 19,835</b>	<b>100.50%</b>

\*Other available revenue sources include general fund reimburse from Enterprise, PEG, Transfer from debt & stabilizations and Wetlands protection

\*\*Misc revenue includes \$436k in restitution

+Betterment not included in budget in FY20

**Agency Fund Detail  
as of June 30, 2020  
(Unaudited)**

Fund Number	Fund Name	Accounts Receivable	Deferred Revenue	Balance 6/30/2020	Receipts thru 9/30/2020	BAN's	Remaining Deficit 6/30/2020	
900	ABANDONED PROPERTY			24,887.66			0.00	
	DEPUTY COLLECTOR			1,135.00			0.00	
	POLICE DETAILS	280,008.67	280,008.67	(280,008.67)	280,746.52		0.00	
	FIRE DETAILS			(4,200.69)	1,486.41		(2,714.28)	
	THA FUEL			143.45			0.00	
	WILDLIFE LICENSE DUE			114.59			0.00	
	PERF BOND CCM			0.45			0.00	
	PERF BOND ARROWHEAD						0.00	
	PERF BOND CHESTFORD			33,045.13			0.00	
	PERF BOND CRICONES			6,862.18			0.00	
	PERF BOND APOLLO			1,843.23			0.00	
	PERF BOND DEMAURO #1			32.88			0.00	
	PERF BOND DEMAURO #2			1,453.17			0.00	
	PERF BOND TRI AREA			627.08			0.00	
	PERF BOND CONELL			5,673.92			0.00	
	PERF BOND EVERGREEN			18,756.76			0.00	
	PERF BOND FIELDSTONE			6,961.39			0.00	
	PERF BOND AVA LANE			8.49			0.00	
	FIREARMS LICENSE DUE			4,787.50			0.00	
	SCHOOL			1.49			0.00	
	STUDENT ACTIVITY			201,033.17			0.00	
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Please enter amount reported in the **agency fund liability cell** of the combined balance sheet.

Please enter amount reported in the fund balance section of the combined balance sheet.

Total Agency Balance

## Does Not Equal Combined Balance Sheet

Does Not Equal Total Agency Balance Above



## (Unaudited)

Fund Number	Fund Name	Accounts Receivable	Deferred Revenue	Fund Balance 6/30/2020	Receipts thru 9/30/2020	BAN's	Remaining Deficit 6/30/2020
301	TOWN CAPITAL			453,414.59			0.00
302	ROAD REPAIR			187.67			0.00
303	PEG CENTER			833,664.86			0.00
304	1ST PARISH Building			760.33			0.00
305	CP INTERNAL BORROWING			(300,000.00)		300,000.00	0.00
330	ELEMENTARY SCH			6,863.61			0.00
331	ECC ROOF REPAIR			(199.52)			(199.52)
332	THS ROOF			315.70			0.00
360	SEWER EXT			0.00			0.00
450	SEWER PHASE I			(4.16)		9,282,500.00	0.00
452	SEWER I&I			2.02		500,000.00	0.00
453	SEW PH II			(1,503,247.64)	1,503,247.00	11,242,632.00	0.00
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Total Capital Projects Fund Balance		0.00	0.00	(508,242.54)	1,503,247.00	21,325,132.00	(199.52)

Combined Balance Sheet - All Fund Types and Account Groups  
as of June 30, 2020  
(Unaudited)

ASSETS

cash and cash equivalents	5,389,132.37	7,544,343.24	2,428,485.52	5,411,383.01	1,021,388.71	21,794,732.85
Investments		10,168.66			194,783.71	204,952.37
Receivables:						
Personal property taxes	23,836.51					23,836.51
Real estate taxes	600,096.13					600,096.13
Deferred taxes	88,963.05					88,963.05
Allowance for abatements and exemptions	(216,822.52)					(216,822.52)
Special assessments				5,983,903.89		5,983,903.89
Tax liens	1,134,759.88	17,801.76				1,152,561.64
Tax foreclosures	285,715.10					285,715.10
Motor vehicle excise	263,450.22					263,450.22
Other excises	1,125.00					1,125.00
User fees				26,214.81		26,214.81
Utility liens added to taxes				146,853.55		146,853.55
Departmental						0.00
Other receivables	14,682.42	(3,249.63)			280,008.67	291,441.46
Due from other governments		50,565.73				50,565.73
Due to/from other funds						0.00
Working deposit						0.00
Prepaids						0.00
Inventory						0.00
Depreciated assets, net of accumulated depreciation			21,025,132.00			21,025,132.00
Amounts to be provided - payment of bonds						0.00
Amounts to be provided - vacation/sick leave						0.00
Total Assets	7,584,938.16	7,619,629.76	23,453,617.52	11,568,355.26	1,496,181.09	59,221,141.69

LIABILITIES AND FUND EQUITY

Liabilities:								
Accounts payable								0.00
Warrants payable						74,930.73		4,715,212.03
Accrued payroll and withholdings	1,557,444.05	198,976.83	2,636,728.06	247,132.36				539,527.92
Accrued claims payable	539,527.92							0.00
IBNR								0.00
Other liabilities								72,166.14
Agency Funds	72,166.14					23,158.18		23,158.18

PROOF RECEIVABLES DETAIL				
AGREES TO THE BALANCE SHEET				
	0.00	0.00	0.00	0.00





# Town of Tyngsborough

## All Departments Expenditure Report

From 07/01/2019 to 06/30/2020

Account Number/Dept	Description	Carry Forward	Original		Amended		Unencumbered		% Exp
			Budget		Budget		Expended	Balance	
Department 460 - Sewer Enterprise									
600-000-5100-000	SEW COMMISSIONER STIPENDS		6,500.00				6,500.00		100.00 %
600-000-5110-000	SEW SAL - SUPERINTENDENT								100.00 %
600-000-5111-000	SEW SAL - ADMINISTRATOR		64,803.00		4,000.00		68,802.35	0.65	99.99 %
600-000-5113-001	SEW - LONGEVITY		5,400.00				5,400.00		100.00 %
600-000-5115-000	SEW SAL & WAGES - CLERICAL		2,580.00					2,580.00	0.00 %
600-000-5117-000	SEW WAGES - SR FOREMAN		78,268.00				75,608.18	2,659.82	96.60 %
600-000-5119-000	SEW WAGES - INSTRUMENT TECH		60,353.00				58,198.16	2,154.84	96.42 %
600-000-5170-000	SEW EMPLOYEE FRINGE BENEFITS		101,843.00				101,843.00		100.00 %
600-000-5190-000	SEW - ELECTRICAL LICENSE		150.00					150.00	0.00 %
600-000-5195-000	SEW STIPEND SAFETY BOOTS		1,850.00				1,850.00		100.00 %
Salaries & Wages			321,747.00		4,000.00		318,201.69	7,545.31	97.68 %
600-000-5210-000	SEW ELECTRICITY		60,240.00				49,776.95	10,463.05	82.63 %
600-000-5220-000	SEW NATURAL GAS		13,430.00				8,888.43	4,541.57	66.18 %
600-000-5230-000	SEW WATER UTILITY CHARGES		2,335.00			160.00	1,532.87	642.13	72.49 %
600-000-5242-000	SEW REPAIR / MAINT - VEHICLES		7,000.00				11,203.26	-4,203.26	160.04 %
600-000-5250-000	SEW RPR & MAINT - PUMP STATIONS		102,500.00			4,949.14	50,844.49	46,706.37	54.43 %
600-000-5271-000	SEW BLDG RENTAL EXP		30,000.00				18,000.00	12,000.00	60.00 %
600-000-5300-000	SEW PROFESSIONAL SRVS - OTHER		13,000.00				4,802.64	8,197.36	36.94 %
600-000-5306-000	SEW ENGINEERING SRVS		25,000.00				8,932.50	16,067.50	35.73 %
600-000-5308-000	SEW CONF /TRAINING /SEMINARS		3,730.00				199.00	3,531.00	5.33 %
600-000-5310-000	SEW LEGAL SERVICES		20,000.00		160,000.00		56,090.32	123,909.68	31.16 %
600-000-5311-000	SEW LEGAL NOTICES		4,000.00					4,000.00	0.00 %
600-000-5340-000	SEW TELEPHONE / COMMUNICATIONS		12,269.00				12,752.98	-483.98	103.94 %
600-000-5345-000	SEW POSTAGE		4,556.00				2,983.43	1,572.57	65.48 %
600-000-5420-000	SEW OFFICE SUPPLIES		1,500.00				540.53	959.47	36.03 %
600-000-5430-000	SEW BLDG & EQUIP SUPPLIES		7,500.00				2,689.25	4,810.75	35.85 %
600-000-5485-000	SEW GASOLINE & DIESEL FUEL		7,000.00				3,412.94	3,587.06	48.75 %
600-000-5695-000	SEW IMA - CHELMSFORD		397,199.00				226,520.76	170,678.24	57.02 %
600-000-5696-000	SEW IMA - DRACUT		247,711.00				174,577.24	73,133.76	70.47 %
600-000-5697-000	SEW IMA - LOWELL		13,763.00				9,732.91	4,030.09	70.71 %
600-000-5710-000	SEW TRAVEL EXPENSE		58.00				14.78	43.22	25.48 %

# Town of Tyngsborough

## All Departments Expenditure Report

From 07/01/2019 to 06/30/2020

Account Number/Dept	Description	Carry Forward	Original Budget	Amended Budget	Encumbered	Expended	Unencumbered Balance	% Exp
600-000-5730-000	SEW DUES / SUBS / MBRSHPS		4,726.00			4,335.84	390.16	91.74 %
600-000-5799-000	SEW GENERAL FD REIMB		63,614.00			63,614.00		100.00 %
600-000-5850-000	SEW CAPITAL PROJECTS / ASSETS		332,920.00			134,148.64	198,771.36	40.29 %
600-000-5851-000	SEW ADD'L EQUIP - VEHICLES		27,991.00			12,990.59	15,000.41	46.40 %
600-000-5910-000	SEW DEBT PRIN (L/T) - NON-EXEMPT		63,785.00			63,784.64	0.36	99.99 %
600-000-5915-000	SEW DEBT INT (L/T) - NON-EXEMPT		11,689.00			4,709.85	6,979.15	40.29 %
600-000-5915-001	SEW DEBT INT (L/T) PHASE I WEST		125,810.00				125,810.00	0.00 %
Expenses			1,603,326.00	160,000.00	5,109.14	927,078.84	831,138.02	52.86 %
600-000-8485-000	SEW ENC - GASOLINE	700.00					700.00	0.00 %
Expenses		700.00					700.00	0.00 %
Total Dept 460 - Sewer Enterprise		700.00	1,925,073.00	164,000.00	5,109.14	1,245,280.53	839,383.33	59.83 %
600 Total SEWER ENTERPRISE FUND		700.00	1,925,073.00	164,000.00	5,109.14	1,245,280.53	839,383.33	59.83 %
Grand Total		700.00	1,925,073.00	164,000.00	5,109.14	1,245,280.53	839,383.33	59.83 %



# Town of Tyngsborough

## All Departments Expenditure Report

From 07/01/2019 to 06/30/2020

Account Number/Dept	Description	Carry Forward		Original Budget		Amended Budget		Encumbered	Expended	Unencumbered		% Exp
				Budget		Budget				Balance		
Department 231 - AMBULANCE SERVICE												
652-000-5110-000	AMB SAL & WAGES - PERMANENT			154,343.00					392,015.33	-237,672.33		253.98 %
652-000-5120-000	AMB SAL & WAGES - CALL			261,206.00					8,033.42	253,172.58		3.07 %
652-000-5130-000	AMB OVERTIME			20,000.00					4,463.81	15,536.19		22.31 %
652-000-5150-000	AMB HOLIDAY / SICK / VACA			14,000.00					5,520.82	8,479.18		39.43 %
652-000-5170-000	AMB EMPLOYEE FRINGE BENEFITS			57,427.00					57,427.00			100.00 %
Salaries & Wages				506,976.00					467,460.38	39,515.62		92.20 %
652-000-5242-000	AMB REPAIR / MAINT - VEHICLES			5,000.00					5,162.15	-162.15		103.24 %
652-000-5272-000	AMB RENTALS & LEASES			41,058.00					42,108.89	-1,050.89		102.55 %
652-000-5300-000	AMB BILLING SERVICES			24,500.00					23,246.76	1,253.24		94.88 %
652-000-5420-000	AMB OFFICE SUPPLIES			400.00						400.00		0.00 %
652-000-5480-000	AMB VEHICLES SUPPLIES			500.00						500.00		0.00 %
652-000-5485-000	AMB GASOLINE & DIESEL			5,000.00					4,723.33	276.67		94.46 %
652-000-5580-001	AMB SUPPLIES - DISPOSABLE			6,500.00					6,305.65	194.35		97.01 %
652-000-5580-002	AMB EQUIPMENT - DURABLE			2,000.00					1,340.29	659.71		67.01 %
652-000-5799-000	AMB GENERAL FD REIMB			16,753.00					13,149.00	3,604.00		78.48 %
Expenses				101,711.00					96,036.07	5,674.93		94.42 %
Total Dept 231 - AMBULANCE SERVICE				608,687.00					563,496.45	45,190.55		92.57 %
652 Total AMBULANCE ENTERPRISE FUND												
				608,687.00		0.00		0.00	563,496.45	45,190.55		92.57 %
Grand Total												

**Tyngsborough, Massachusetts  
Trust Fund Balance Detail  
as of June 30, 2020  
(Unaudited)**

Fund Number	Fund Name	Accounts Receivable	Deferred Revenue	Fund Balance 6/30/2020	Receipts thru 9/30/2020	BAN's	Remaining Deficit 6/30/2020
820	DAN LAWRENCE			8,000.00			0.00
820	LAWRENCE WOOD			1,000.00			0.00
820	TOWN FARM			7,000.00			0.00
820	LAWRENCE & TOWN			2,000.00			0.00
820	SCHOOL			5,000.00			0.00
820	SCHOOL CHARLES			2,000.00			0.00
820	CEMETERY PERPETUAL			206,492.50			0.00
820	CEMETERY CLARA			500.00			0.00
820	LIBRARY TRUST MARY			5,000.00			0.00
820	LIBRARY TRUST LUCY			4,000.00			0.00
820	LIBRARY TRUST FRED			2,000.00			0.00
820	LIBRARY TRUST BENNETT			300.00			0.00
820	LIBRARY TRUST BRIDGES			100.00			0.00
820	LIBRARY TRUST ELLIOT			1,100.00			0.00
820	LIBRARY TRUST NORRIS			965.00			0.00
820	LIBRARY TRUST PARK			148.12			0.00
820	LIBRARY TRUST PERHAM			1,000.00			0.00
820	LIBRARY TRUST CARL			1,000.00			0.00
820	HISTORIC COMM			320.00			0.00
800	OPEB			301,254.17			0.00
800	SENIOR TAX RELIEF			4,595.91			0.00
800	LOCAL SCHOLARSHIP			1,474.20			0.00
800	CONSERVATION			31,837.02			0.00
840	INVESTMENT ADJ			13,670.42			0.00
840	DAN LAWRENCE			15,330.61			0.00
840	LAWRENCE WOOD			4,531.46			0.00
840	TOWN FARM			1,328.88			0.00
840	LAWRENCE & TOWN			11,793.83			0.00
840	SCHOOL			503.57			0.00
840	SCHOOL CHARLES			183.98			0.00
840	SCHOOL EDUCATION			1,549.90			0.00
840	SCHOOL WANG			2,222.23			0.00
840	SCHOOL RUTH			(0.01)			(0.01)
840	SCHOOL MICHAEL						0.00
840	CEMETERY PERPETUAL			110,333.10			0.00
840	CEMETERY CLARA			6,464.64			0.00
840	CEMETERY DAVID			1,783.54			0.00
840	LIBRARY TRUST MARY			81,842.70			0.00
840	LIBRARY TRUST LUCY			155,058.82			0.00
840	LIBRARY TRUST FRED			69,466.83			0.00
840	LIBRARY TRUST POLLY			1,465.05			0.00
840	LIBRARY TRUST MARY F			472.40			0.00
840	LIBRARY TRUST BENNETT						0.00
840	LIBRARY TRUST BRIDGES						0.00
840	LIBRARY TRUST ELLIOT			4,923.38			0.00
840	LIBRARY TRUST NORRIS			2,480.55			0.00
840	LIBRARY TRUST PARK			1,006.22			0.00
840	LIBRARY TRUST PERHAM			9,080.25			0.00
840	LIBRARY TRUST CARL			4,985.09			0.00
840	LIBRARY TRUST COBURN			1,522.98			0.00
840	LIBRARY TRUST KEYES			681.71			0.00
840	HISTORIC COMM			1,368.83			0.00
850	TOWN FARM			200.00			0.00
860	AFFORDABLE HOUSING			26,745.63			0.00
Total Expendable Trust Fund Balance		0.00	0.00	1,118,083.51	0.00	0.00	(0.01)

# Town of Tyngsborough, Massachusetts

Total Long Term Debt Outstanding

As of June 30, 2020

## Total Net Debt Service

DATE	PRINCIPAL	INTEREST	NET NEW D/S
06/30/2020	-	-	-
06/30/2021	1,024,277.35	295,670.65	1,319,948.00
06/30/2022	1,004,885.26	252,919.02	1,257,804.28
06/30/2023	990,504.37	212,555.11	1,203,059.48
06/30/2024	991,136.99	172,488.69	1,163,625.68
06/30/2025	971,781.80	130,572.00	1,102,353.80
06/30/2026	642,440.52	95,811.03	738,251.55
06/30/2027	637,574.74	68,198.38	705,773.12
06/30/2028	528,149.87	42,459.88	570,609.75
06/30/2029	347,011.00	22,008.27	369,019.27
06/30/2030	222,272.00	8,140.44	230,412.44
06/30/2031	12,538.00	2,642.34	15,180.34
06/30/2032	12,811.00	2,388.85	15,199.85
06/30/2033	13,089.00	2,129.85	15,218.85
06/30/2034	13,374.00	1,865.22	15,239.22
06/30/2035	13,665.00	1,594.83	15,259.83
06/30/2036	13,962.00	1,318.56	15,280.56
06/30/2037	14,265.00	1,036.29	15,301.29
06/30/2038	14,575.00	747.89	15,322.89
06/30/2039	14,892.00	453.22	15,345.22
06/30/2040	15,215.00	152.15	15,367.15
Total	\$7,498,419.90	\$1,315,152.67	\$8,813,572.57

## Par Amounts Of Selected Issues

November 1 2004 -School (New Elementary) (IE).....	1,300,000.00
November 16 2005 MWPAT CW-03-27 (I).....	30,998.00
December 15 2009 MWPAT CW-06-20 (I) Revised.....	84,503.90
December 15 2009 MWPAT CW-06-20-A (I).....	37,918.00
August 15 2013 -School Boilers (I).....	195,000.00
August 15 2013 -Fire Truck (I).....	185,000.00
August 15 2013 -Fire Truck 2 (I).....	120,000.00
August 15 2013 -Wash Station Completion (I).....	50,000.00
August 15 2013 -Pierce Field Bleachers (I).....	105,000.00
August 15 2013 -Dump Truck w/ Plow (I).....	60,000.00
August 15 2013 -Wood Chipper (I).....	20,000.00
August 15 2013 -Town Office Remodel (I).....	10,000.00
August 15 2013 -School Technology (I).....	20,000.00
October 19 2017 -Remodeling Old Town Hall (I).....	1,320,000.00
October 19 2017 -School Facilities Concession Stand (I).....	105,000.00
October 19 2017 -HS Roof & Boiler Replacement (OE).....	280,000.00
August 22 2019 -First Parish Building Renovations (I).....	1,700,000.00
August 22 2019 -Add'l First Parish Building Renovation (I).....	158,000.00
August 22 2019 -Fire Engine 3 Replacement (I).....	600,000.00
August 22 2019 -Pierce Field Turf Replacement (I).....	305,000.00
August 22 2019 -Software (I).....	292,000.00
August 22 2019 -Highway Departmental Vehicle (I).....	170,000.00
August 22 2019 -Winslow School Asbestos Abatement (I).....	100,000.00
October 24 2019 MCWT CW-18-04 (I).....	250,000.00
TOTAL.....	7,498,419.90

Hilltop Securities

Public Finance

Tyngsborough debt





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Select a Fiscal Year: 2020 ▼

Select a Municipality: Tyngsborough ▼

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Receipt Estimates    Assessments & Charges

C.S. 1-ER    Commonwealth of Massachusetts Department of Revenue    FY2020

NOTICE TO ASSESSORS OF ESTIMATED RECEIPTS

General Laws, Chapter 58, Section 25A

Tyngsborough

A. EDUCATION

Distributions and Reimbursements

Chapter 70	7,409,074
School Transportation	0
Charter Tuition Reimbursement	120,290
Smart Growth School Reimbursement	0
Offset Items - Reserve for Direct Expenditure:	
School Choice Receiving Tuition	328,804
Sub-Total, All Education Items:	7,858,168

B. GENERAL GOVERNMENT:

Distributions and Reimbursements

Unrestricted General Government Aid	1,026,218
Local Share of Racing Taxes	0
Regional Public Libraries	0
Veterans Benefits	160,438
Exemp: VBS and Elderly	82,765
State Owned Land	27,176
Offset Items - Reserve for Direct Expenditure:	
Public Libraries	17,001
Sub-Total, All General Government:	1,313,598

C. TOTAL ESTIMATED RECEIPTS: 9,171,766

Questions About Local Aid Please Email The Municipal Databank at : databank@dor.state.ma.us



# DLS

DIVISION OF LOCAL SERVICES  
MA DEPARTMENT OF REVENUE

## MA Department of Revenue

Division of Local Services  
Final Municipal Cherry Sheet Estimates  
Data current as of 12/18/2020

[Return to Previous page](#)

 Select a Fiscal Year: **2020** ▼

 Select a Municipality: **Tyngsborough** ▼

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### Receipt Estimates

C.S. 1-ER Commonwealth of Massachusetts Department of Revenue FY2020

### NOTICE TO ASSESSORS OF ESTIMATED CHARGES

General Laws, Chapter 59, Section 21

### Tyngsborough

#### A. COUNTY ASSESSMENTS:

County Tax	0
Suffolk County Retirement	0
<b>Sub-Total, County Assessments:</b>	<b>0</b>

#### B. STATE ASSESSMENTS AND CHARGES:

Retired Employees Health Insurance	0
Retired Teachers Health Insurance	0
Mosquito Control Projects	0
Air Pollution Districts	3,713
Metropolitan Area Planning Council	0
Old Colony Planning Council	0
RMV Non-Renewal Surcharge	10,400
<b>Sub-Total, State Assessments:</b>	<b>14,113</b>

#### C. TRANSPORTATION AUTHORITIES:

MBTA	0
Boston Metro. Transit District	0
Regional Transit	85,678
<b>Sub-Total, Transportation Assessments:</b>	<b>85,678</b>

#### D. ANNUAL CHARGES AGAINST RECEIPTS:

Multi-Year Repayment Program	0
Special Education	10,643
STRAP Repayments	0
<b>Sub-Total, Annual Charges Against Receipts:</b>	<b>10,643</b>

#### E. TUITION ASSESSMENTS:

**E. TUITION ASSESSMENTS:**

School Choice Sending Tuition	188,090
Charter School Sending Tuition	1,317,333
<b>Sub-Total, Tuition Assessments:</b>	<b>1,505,423</b>

**F. TOTAL ESTIMATED CHARGES:****1,615,857**

Questions About Local Aid Please Email The Municipal Databank at : [databank@dor.state.ma.us](mailto:databank@dor.state.ma.us)



**TAX RATE RECAPITULATION**

**Fiscal Year 2021**

**I. TAX RATE SUMMARY**

la. Total amount to be raised (from page 2, IIe)	\$ 47,809,528.18
lb. Total estimated receipts and other revenue sources (from page 2, IIle)	18,033,235.67
lc. Tax Levy (la minus lb)	\$ 29,776,292.51
ld. Distribution of Tax Rates and levies	

CLASS	(b) Levy percentage (from LA5)	(c) lc above times each percent in col (b)	(d) Valuation by class (from LA-5)	(e) Tax Rates (c) / (d) x 1000	(f) Levy by class (d) x (e) / 1000
Residential	87.8281	26,151,951.96	1,627,377,372.00	16.07	26,151,954.37
Net of Exempt					
Open Space	0.0000	0.00	0.00	0.00	0.00
Commercial	6.5698	1,956,242.87	121,733,091.00	16.07	1,956,250.77
Net of Exempt					
Industrial	3.3069	984,672.22	61,274,300.00	16.07	984,678.00
SUBTOTAL	97.7048		1,810,384,763.00		29,092,883.14
Personal	2.2952	683,425.47	42,527,030.00	16.07	683,409.37
TOTAL	100.0000		1,852,911,793.00		29,776,292.51

MUST EQUAL 1C

**Assessors**

David Andrus, Accountant , Tyngsborough , dandrus@tyngsboroughma.gov 978-649-2300 | 11/19/2020 9:39 AM

**Comment:**

Jennifer Wilson, Assessor , Tyngsborough , lwoekel@tyngsboroughma.gov 978-649-2300 | 12/1/2020 4:27 PM

**Comment:**

Lauren M. Woekel, Chief Assessor , Tyngsborough , lwoekel@tyngsboroughma.gov 978-649-2300 | 11/19/2020 1:20 PM

**Comment:**

Ann Marie Conant, Assessor , Tyngsborough , lwoekel@tyngsboroughma.gov 978-649-2300 | 11/18/2020 9:05 AM

**Comment:**

Marie Lambert, Assessor , Tyngsborough 978-649-2300 | 11/18/2020 9:40 AM

**Comment:**

Do Not Write Below This Line --- For Department of Revenue Use Only

**Reviewed By:** Bobbi Colburn

**Date:** 12/04/2020

**NOTE :** The information was Approved on 12/4/2020

**TAX RATE RECAPITULATION**  
**Fiscal Year 2021**

---

**Approved:** Andrew Nelson  
**Director of Accounts:** Mary Jane Handy

*Mary Jane Handy*

NOTE : The information was Approved on 12/4/2020

TAX RATE RECAPITULATION  
Fiscal Year 2021

II. Amounts to be raised

IIa. Appropriations (col.(b) through col.(g) from page 4)		45,610,267.67
IIb. Other amounts to be raised		
1. Amounts certified for tax title purposes	0.00	
2. Debt and interest charges not included on page 4	0.00	
3. Final Awards	0.00	
4. Total overlay deficit	0.00	
5. Total cherry sheet offsets (see cherry sheet 1-ER)	290,302.00	
6. Revenue deficits	0.00	
7. Offset receipts deficits Ch. 44, Sec. 53E	0.00	
8. CPA other unappropriated/unreserved	0.00	
9. Snow and ice deficit Ch. 44, Sec. 31D	0.00	
10. Other :	0.00	
TOTAL IIb (Total lines 1 through 10)		290,302.00
IIc. State and county cherry sheet charges (C.S. 1-EC)		1,710,274.00
IId. Allowance for abatements and exemptions (overlay)		198,684.51
Ile. Total amount to be raised (Total IIa through IId)		47,809,528.18

III. Estimated receipts and other revenue sources

IIIa. Estimated receipts - State		
1. Cherry sheet estimated receipts (C.S. 1-ER Total)	9,328,642.00	
2. Massachusetts school building authority payments	0.00	
TOTAL IIIa		9,328,642.00
IIIb. Estimated receipts - Local		
1. Local receipts not allocated (page 3, col (b) Line 24)	3,889,564.00	
2. Offset Receipts (Schedule A-1)	0.00	
3. Enterprise Funds (Schedule A-2)	2,786,600.60	
4. Community Preservation Funds (See Schedule A-4)	1,089,514.20	
TOTAL IIIb		7,765,678.80
IIIc. Revenue sources appropriated for particular purposes		
1. Free cash (page 4, col (c))	757,418.87	
2. Other available funds (page 4, col (d))	181,496.00	
TOTAL IIIc		938,914.87
IIId. Other revenue sources appropriated specifically to reduce the tax rate		
1a. Free cash..appropriated on or before June 30, 2020	0.00	
1b. Free cash..appropriated on or after July 1, 2020	0.00	
2. Municipal light surplus	0.00	
3. Other source :	0.00	
TOTAL IIId		0.00
IIIe. Total estimated receipts and other revenue sources (Total IIIa through IIId)		18,033,235.67

IV. Summary of total amount to be raised and total receipts from all sources

a. Total amount to be raised (from Ile)		47,809,528.18
b. Total estimated receipts and other revenue sources (from IIIe)	18,033,235.67	
c. Total real and personal property tax levy (from Ic)	29,776,292.51	
d. Total receipts from all sources (total IVb plus IVc)		47,809,528.18

NOTE : The information was Approved on 12/4/2020



## TAX RATE RECAPITULATION

### Fiscal Year 2021

LOCAL RECEIPTS NOT ALLOCATED \*

Receipt Type Description	(a) Actual Receipts Fiscal 2020	(b) Estimated Receipts Fiscal 2021
=> 1. MOTOR VEHICLE EXCISE	2,066,927.00	1,900,000.00
2. OTHER EXCISE		
=>     a.Meals	257,869.00	164,721.00
=>     b.Room	24,968.00	14,981.00
=>     c.Other	0.00	0.00
=>     d.Cannabis	0.00	150,000.00
=> 3. PENALTIES AND INTEREST ON TAXES AND EXCISES	168,331.00	168,000.00
=> 4. PAYMENTS IN LIEU OF TAXES	37,859.00	37,000.00
5. CHARGES FOR SERVICES - WATER	0.00	0.00
6. CHARGES FOR SERVICES - SEWER	0.00	0.00
7. CHARGES FOR SERVICES - HOSPITAL	0.00	0.00
8. CHARGES FOR SERVICES - SOLID WASTE FEES	8,444.00	8,000.00
9. OTHER CHARGES FOR SERVICES	0.00	0.00
10. FEES	94,837.00	94,000.00
a.Cannabis Impact Fee	0.00	126,882.00
b.Community Impact Fee Short Term Rentals	0.00	0.00
11. RENTALS	115,468.00	115,000.00
12. DEPARTMENTAL REVENUE - SCHOOLS	0.00	0.00
13. DEPARTMENTAL REVENUE - LIBRARIES	1,786.00	2,000.00
14. DEPARTMENTAL REVENUE - CEMETERIES	11,735.00	10,000.00
15. DEPARTMENTAL REVENUE - RECREATION	0.00	0.00
16. OTHER DEPARTMENTAL REVENUE	45,487.00	45,000.00
17. LICENSES AND PERMITS	582,201.00	580,000.00
18. SPECIAL ASSESSMENTS	0.00	0.00
=> 19. FINES AND FORFEITS	21,910.00	20,958.00
=> 20. INVESTMENT INCOME	131,764.00	100,000.00
=> 21. MEDICAID REIMBURSEMENT	168,646.00	168,118.00
=> 22. MISCELLANEOUS RECURRING (UPLOAD REQUIRED)	180,133.00	184,904.00
23. MISCELLANEOUS NON-RECURRING (UPLOAD REQUIRED)	290,639.00	0.00
24. <b>Totals</b>	<b>4,209,004.00</b>	<b>3,889,564.00</b>

**Accounting Officer**

I hereby certify that the actual receipts as shown in column (a) are, to the best of my knowledge correct and complete, and I further certify that I have examined the entries made on page 4 of the above-indicated fiscal year tax rate recapitulation form by the City / Town / District Clerk and hereby acknowledge that such entries correctly reflect the appropriations made and the sources from which such appropriations are to be met.

David Andrus, Accountant , Tyngsborough , dandrus@tyngsboroughma.gov 978-649-2300 | 11/19/2020 9:39 AM

**Comment:**

Do not include receipts in columns (a) or (b) that were voted by the City / Town / District Council or Town Meeting as offset receipts on Schedule A-1, enterprise funds on Schedule A-2, or departmental revolving funds per Chapter 44, Section 53E 1/2. Written documentation should be submitted to support increases / decreases of estimated receipts to actual receipts.

=> Written documentation should be submitted to support increases/ decreases of FY 2021 estimated receipts to FY 2020 estimated receipts to be used in calculating the Municipal Revenue Growth Factor (MRGF).

NOTE : The information was Approved on 12/4/2020

**TAX RATE RECAPITULATION**  
**Fiscal Year 2021**

City/Town Council or Town Meeting Dates	FY*	APPROPRIATIONS					AUTHORIZATIONS			
		(a) Total Appropriations Of Each Meeting	(b) ** From Raise and Appropriate	(c) From Free Cash (See B-1)	(d) From Other Available Funds (See B-2)	(e) From Offset Receipts (See A-1)	(f) From Enterprise Funds (See A-2)	(g) From Community Preservation Funds (See A-4)	(h) *** Departmental Revolving Funds	(i) Borrowing Authorization (Other)
09/17/2020	2020	98,727.72	98,727.72	0.00	0.00	0.00	0.00	0.00	0.00	0.00
09/17/2020	2021	45,511,539.95	40,912,873.28	757,418.87	181,496.00	0.00	2,570,237.60	1,089,514.20	409,000.00	1,154,038.00
	<b>Total</b>	<b>45,610,267.67</b>	<b>41,011,601.00</b>	<b>757,418.87</b>	<b>181,496.00</b>	<b>0.00</b>	<b>2,570,237.60</b>	<b>1,089,514.20</b>		

\* Enter the fiscal year to which the appropriation relates.

\*\* Appropriations included in column (b) must not be reduced by local receipts or any other funding source.

Appropriations must be entered gross to avoid a duplication in the use of estimated or other sources of receipts.

\*\*\* Include only revolving funds pursuant to Chapter 44, Section 53 E 1/2.

Clerk

I hereby certify that the appropriations correctly reflect the votes taken by City / Town / District Council.

Joanne Shifres, Town Clerk , Tyngsborough , jshifres@tyngsboroughma.gov 978-649-2300 | 11/17/2020 11:59 AM

Comment:

NOTE : The information was Approved on 12/4/2020

# Town of Tyngsborough

## All Departments Expenditure Report

From 07/01/2019 to 06/30/2020

Account Number/Dept	Description	Carry Forward	Original Budget	Amended Budget	Encumbered	Expended	Unencumbered Balance	% Exp
Department 114 - Town Meeting Moderator								
Salaries & Wages			500.00				500.00	0.00 %
Total Dept 114 - Town Meeting Moderator			500.00				500.00	0.00 %
Department 122 - Selectmen								
Salaries & Wages			65,555.00	1,753.00		67,307.36	0.64	99.99 %
Expenses			27,500.00	2,213.00		29,616.92	96.08	99.67 %
Special Article		391,107.65	38,471.07	26,528.93		120,678.99	335,428.66	26.45 %
Total Dept 122 - Selectmen		391,107.65	131,526.07	30,494.93		217,603.27	335,525.38	39.34 %
Department 123 - Town Administrator								
Salaries & Wages			233,500.00			233,500.00		100.00 %
Expenses		3,564.00	9,500.00			8,009.49	5,054.51	61.30 %
Total Dept 123 - Town Administrator		3,564.00	243,000.00			241,509.49	5,054.51	97.95 %
Department 131 - Finance Committee								
Expenses			825.00			210.00	615.00	25.45 %
Total Dept 131 - Finance Committee			825.00			210.00	615.00	25.45 %
Department 132 - Reserve Fund								
Expenses			50,000.00				50,000.00	0.00 %
Total Dept 132 - Reserve Fund			50,000.00				50,000.00	0.00 %
Department 135 - Town Accountant								
Salaries & Wages			150,163.00			123,270.81	26,892.19	82.09 %
Expenses			28,723.00			15,148.52	13,574.48	52.74 %
Total Dept 135 - Town Accountant			178,886.00			138,419.33	40,466.67	77.37 %
Department 136 - Annual Audit								
Expenses			44,000.00			40,300.00	3,700.00	91.59 %
Total Dept 136 - Annual Audit			44,000.00			40,300.00	3,700.00	91.59 %
Department 141 - Assessors								



# Town of Tyngsborough

## All Departments Expenditure Report

From 07/01/2019 to 06/30/2020

Account Number/Dept	Description	Carry Forward	Original Budget		Amended Budget		Encumbered	Expended	Unencumbered Balance		% Exp
			Budget		Budget				Balance		
Salaries & Wages Expenses			117,736.00					114,957.56	2,778.44		97.64 %
			23,500.00				44.73	21,065.31	2,389.96		89.82 %
Total Dept 141 - Assessors			141,236.00				44.73	136,022.87	5,168.40		96.34 %
Department 142 - Revaluation Expenses			24,500.00					24,500.00			100.00 %
Total Dept 142 - Revaluation			24,500.00					24,500.00			100.00 %
Department 145 - Treasurer Salaries & Wages Expenses			160,247.00		5,352.00			165,598.34	0.66		99.99 %
			32,100.00				338.51	16,706.72	15,054.77		53.10 %
Total Dept 145 - Treasurer			192,347.00		5,352.00		338.51	182,305.06	15,055.43		92.38 %
Department 146 - Town Collector Salaries & Wages Expenses			48,125.00					47,529.10	595.90		98.76 %
			47,134.00				277.67	36,851.44	10,004.89		78.77 %
Total Dept 146 - Town Collector			95,259.00				277.67	84,380.54	10,600.79		88.87 %
Department 151 - Town Counsel Expenses		4,000.00	49,500.00					50,541.84	2,958.16		94.47 %
Total Dept 151 - Town Counsel		4,000.00	49,500.00					50,541.84	2,958.16		94.47 %
Department 152 - Personnel Salaries & Wages Expenses			65,353.00					65,353.00			100.00 %
			20,259.00					12,947.32	7,311.68		63.90 %
Total Dept 152 - Personnel			85,612.00					78,300.32	7,311.68		91.45 %
Department 159 - Other Legal Services Expenses		1,000.00	49,000.00		6,609.00			55,253.00	1,356.00		97.60 %
Total Dept 159 - Other Legal Services		1,000.00	49,000.00		6,609.00			55,253.00	1,356.00		97.60 %
Department 160 - Town Clerk Salaries & Wages			96,663.00					95,975.01	687.99		99.28 %

# Town of Tyngsborough

## All Departments Expenditure Report

From 07/01/2019 to 06/30/2020

Account Number/Dept	Description	Carry Forward	Original Budget		Amended Budget		Encumbered		Unencumbered		% Exp
			Budget		Budget		Encumbered		Balance		
Expenses			1,760.00				617.70		1,142.30		35.09 %
Total Dept 160 - Town Clerk			98,423.00				96,592.71		1,830.29		98.14 %
Department 162 - Elections/Registration											
Salaries & Wages			10,650.00				9,161.93		1,488.07		86.02 %
Expenses			21,050.00				11,914.43		9,135.57		56.60 %
Total Dept 162 - Elections/Registration			31,700.00				21,076.36		10,623.64		66.48 %
Department 169 - Other Licensing and Reg											
Expenses			450.00				319.83		130.17		71.07 %
Total Dept 169 - Other Licensing and Reg			450.00				319.83		130.17		71.07 %
Department 171 - Conservation Commission											
Salaries & Wages			84,130.00				84,129.78		0.22		99.99 %
Expenses			4,960.00				3,365.88		1,594.12		67.86 %
Total Dept 171 - Conservation Commission			89,090.00				87,495.66		1,594.34		98.21 %
Department 175 - Planning Board											
Salaries & Wages			101,210.00				101,101.77		108.23		99.89 %
Expenses			9,650.00				6,405.75		3,244.25		66.38 %
Total Dept 175 - Planning Board			110,860.00				107,507.52		3,352.48		96.97 %
Department 176 - Zoning Board of Appeals											
Salaries & Wages			3,587.00				3,587.00				100.00 %
Expenses			4,950.00				178.63		4,771.37		3.60 %
Total Dept 176 - Zoning Board of Appeals			8,537.00				3,765.63		4,771.37		44.10 %
Department 178 - STORM WATER											
Salaries & Wages			6,000.00				6,000.00				100.00 %
Total Dept 178 - STORM WATER			6,000.00				6,000.00				100.00 %
Department 192 - Public Buildings and Prop											
Salaries & Wages											100.00 %

# Town of Tyngsborough

## All Departments Expenditure Report

From 07/01/2019 to 06/30/2020

Account Number/Dept	Description	Carry Forward	Original Budget	Amended Budget	Encumbered	Unencumbered		% Exp
						Expended	Balance	
Expenses								
Total Dept 192 - Public Buildings and Prop		6,171.00	144,811.00			137,315.70	13,666.30	90.94 %
		6,171.00	144,811.00			137,315.70	13,666.30	90.94 %
Department 193 - Information Technology								
Salaries & Wages			76,019.00			75,454.10	564.90	99.25 %
Expenses			99,870.00			82,071.46	17,798.54	82.17 %
Special Article		22,029.53				9,652.21	12,377.32	43.81 %
Total Dept 193 - Information Technology		22,029.53	175,889.00			167,177.77	30,740.76	84.46 %
Department 195 - Town Reports								
Expenses			500.00			500.00		100.00 %
Total Dept 195 - Town Reports			500.00			500.00		100.00 %
Department 199 - CPC - Administration								
Salaries & Wages			120,904.00	-3,066.00		90,810.40	27,027.60	77.06 %
Expenses			38,990.00	3,066.00		42,055.66	0.34	99.99 %
Special Article		14,288.16					14,288.16	0.00 %
Total Dept 199 - CPC - Administration		14,288.16	159,894.00			132,866.06	41,316.10	76.27 %
Department 210 - Police Department								
Salaries & Wages			2,389,541.00	24,026.00		2,413,411.17	155.83	99.99 %
Expenses			313,025.00	-13,500.00		282,753.93	16,771.07	94.40 %
Special Article			34,796.00			31,716.05	3,079.95	91.14 %
Total Dept 210 - Police Department			2,737,362.00	10,526.00		2,727,881.15	20,006.85	99.27 %
Department 211 - Police Station								
Salaries & Wages			28,383.00	769.00		28,545.16	606.84	97.91 %
Expenses			38,300.00	-8,269.00		25,970.73	4,060.27	86.47 %
Total Dept 211 - Police Station			66,683.00	-7,500.00		54,515.89	4,667.11	92.11 %
Department 215 - Communication Center								
Salaries & Wages			429,789.00	15,660.00		445,448.57	0.43	99.99 %
Expenses			64,750.00	-6,500.00		56,742.14	1,507.86	97.41 %
Total Dept 215 - Communication Center			494,539.00	9,160.00		502,190.71	1,508.29	99.70 %



# Town of Tyngsborough

## All Departments Expenditure Report

From 07/01/2019 to 06/30/2020

Account Number/Dept	Description	Carry Forward	Original		Amended		Encumbered	Expended	Unencumbered		
			Budget		Budget				Balance	% Exp	
Department 216 - SRO											
Salaries & Wages			317,265.00		-10,526.00		301,809.80	4,929.20	98.39 %		
Expenses			15,060.00		-1,660.00		10,364.36	3,035.64	77.34 %		
Total Dept 216 - SRO			332,325.00		-12,186.00		312,174.16	7,964.84	97.51 %		
Department 220 - Fire Department											
Salaries & Wages			750,962.00		16,833.00		764,608.22	3,186.78	99.58 %		
Expenses			187,260.00		-16,833.00		299.98	167,758.26	2,368.76	98.61 %	
Special Article									100.00 %		
Expenses		285.00						285.00	0.00 %		
Total Dept 220 - Fire Department		285.00	938,222.00				299.98	932,366.48	5,840.54	99.37 %	
Department 241 - Building Inspection											
Salaries & Wages			118,729.00				118,240.88	488.12	99.58 %		
Expenses			22,355.00				15,695.56	6,659.44	70.21 %		
Total Dept 241 - Building Inspection			141,084.00				133,936.44	7,147.56	94.93 %		
Department 242 - Gas Inspection											
Salaries & Wages			27,616.00		148.00		27,763.76	0.24	99.99 %		
Total Dept 242 - Gas Inspection			27,616.00		148.00		27,763.76	0.24	99.99 %		
Department 245 - Electrical Inspection											
Salaries & Wages			27,616.00		858.00		28,473.05	0.95	99.99 %		
Total Dept 245 - Electrical Inspection			27,616.00		858.00		28,473.05	0.95	99.99 %		
Department 291 - Emergency Management											
Salaries & Wages			1,500.00				1,500.00		100.00 %		
Expenses			800.00				321.36	478.64	40.17 %		
Total Dept 291 - Emergency Management			2,300.00				1,821.36	478.64	79.18 %		
Department 292 - Animal Inspection and Control											
Expenses			43,157.00				42,832.00	325.00	99.24 %		
Total Dept 292 - Animal Inspection and Control			43,157.00				42,832.00	325.00	99.24 %		

# Town of Tyngsborough

## All Departments Expenditure Report

From 07/01/2019 to 06/30/2020

Account Number/Dept	Description	Carry Forward	Original Budget	Amended Budget	Encumbered	Expended	Unencumbered Balance	% Exp
Department 294 - Forestry								
Expenses			10,000.00			9,791.00	209.00	97.91 %
Total Dept 294 - Forestry			10,000.00			9,791.00	209.00	97.91 %
Department 300 - School Department								
Salaries & Wages			16,015,410.00			16,093,844.73	-78,434.73	100.48 %
Expenses			4,825,040.00			4,746,605.27	78,434.73	98.37 %
Special Article			70,999.00	168,020.94		105,977.72	133,042.22	44.33 %
Total Dept 300 - School Department			20,911,449.00	168,020.94		20,946,427.72	133,042.22	99.36 %
Department 301 - Regional School District								
Expenses			1,408,247.00			1,401,924.00	6,323.00	99.55 %
Total Dept 301 - Regional School District			1,408,247.00			1,401,924.00	6,323.00	99.55 %
Department 410 - Engineering								
Salaries & Wages			5,000.00			3,267.01	1,732.99	100.00 %
Expenses								65.34 %
Total Dept 410 - Engineering			5,000.00			3,267.01	1,732.99	65.34 %
Department 421 - Highway and Streets - Admin								
Salaries & Wages			25,663.00			25,662.90	0.10	99.99 %
Expenses		340.00	24,130.00			20,304.65	4,165.35	82.97 %
Total Dept 421 - Highway and Streets - Admin		340.00	49,793.00			45,967.55	4,165.45	91.69 %
Department 422 - Highway & Streets Maint/Constr								
Salaries & Wages			648,435.00			634,735.42	13,699.58	97.88 %
Expenses		25,000.00	245,000.00		148.20	235,413.76	34,438.04	87.24 %
Total Dept 422 - Highway & Streets Maint/Constr		25,000.00	893,435.00		148.20	870,149.18	48,137.62	94.75 %
Department 423 - Snow and Ice Removal								
Salaries & Wages			37,500.00	56,202.71		93,702.71		100.00 %
Expenses			212,500.00	42,525.01		255,025.01		100.00 %
Total Dept 423 - Snow and Ice Removal			250,000.00	98,727.72		348,727.72		100.00 %

# Town of Tyngsborough

## All Departments Expenditure Report

From 07/01/2019 to 06/30/2020

Account Number/Dept	Description	Carry Forward	Original Budget		Amended Budget		Encumbered	Expended	Unencumbered Balance		% Exp
			Budget		Budget				Balance		
Department 424 - Street Lighting Expenses			40,000.00		41,000.00			80,033.27	966.73		98.80 %
Total Dept 424 - Street Lighting			40,000.00		41,000.00			80,033.27	966.73		98.80 %
Department 424 - Street Lighting Expenses		14,162.07						14,162.07			100.00 %
Total Dept 424 - Street Lighting		14,162.07						14,162.07			100.00 %
Department 425 - Vehicle Maintenance Expenses			81,750.00					81,750.00			100.00 %
Total Dept 425 - Vehicle Maintenance			81,750.00					81,750.00			100.00 %
Department 430 - Waste Collection and Disposal Salaries & Wages Expenses			500.00						500.00		0.00 %
Total Dept 430 - Waste Collection and Disposal		10,947.35	961,247.00					934,431.86	37,762.49		96.11 %
Department 430 - Waste Collection and Disposal		10,947.35	961,747.00					934,431.86	38,262.49		96.06 %
Department 491 - Cemetery Salaries & Wages Expenses			25,765.00					18,432.50	7,332.50		71.54 %
Total Dept 491 - Cemetery			12,150.00					6,769.89	5,380.11		55.71 %
Department 510 - Board of Health - Inspection			37,915.00					25,202.39	12,712.61		66.47 %
Department 510 - Board of Health - Inspection Salaries & Wages Expenses			80,904.00					80,797.52	106.48		99.86 %
Total Dept 510 - Board of Health - Inspection			29,950.00					24,009.78	5,940.22		80.16 %
Department 510 - Board of Health - Inspection			110,854.00					104,807.30	6,046.70		94.54 %
Department 520 - Other Clinical Services Expenses			200.00						200.00		0.00 %
Total Dept 520 - Other Clinical Services			200.00						200.00		0.00 %
Department 541 - Council on Aging Salaries & Wages			117,044.00					115,193.83	1,850.17		98.41 %



# Town of Tyngsborough

## All Departments Expenditure Report

From 07/01/2019 to 06/30/2020

Account Number/Dept	Description	Carry Forward	Original Budget		Amended Budget		Encumbered	Expended	Unencumbered Balance		% Exp
			Budget		Budget				Balance		
Expenses			24,160.00		-1,650.00			19,426.70	3,083.30	86.30 %	
Total Dept 541 - Council on Aging											
			141,204.00		-1,650.00			134,620.53	4,933.47	96.46 %	
Department 543 - Veterans Services											
Salaries & Wages			81,043.00				80,744.12	298.88	99.63 %		
Expenses			214,350.00				195,228.17	19,121.83	91.07 %		
Total Dept 543 - Veterans Services											
			295,393.00				275,972.29	19,420.71	93.42 %		
Department 610 - Library											
Salaries & Wages			276,364.00				269,116.16	7,247.84	97.37 %		
Expenses			102,392.00			664.29	92,618.38	9,109.33	91.10 %		
Total Dept 610 - Library											
			378,756.00			664.29	361,734.54	16,357.17	95.68 %		
Department 610 - Library											
Special Article		50,000.00						50,000.00	0.00 %		
Total Dept 610 - Library											
		50,000.00						50,000.00	0.00 %		
Department 610 - Library											
Expenses									100.00 %		
Total Dept 610 - Library											
									100.00 %		
Department 630 - Recreation											
Salaries & Wages			63,045.00				63,045.00		100.00 %		
Expenses			85,345.00				74,476.47	10,868.53	87.26 %		
Total Dept 630 - Recreation											
			148,390.00				137,521.47	10,868.53	92.67 %		
Department 691 - Historical Commission											
Expenses			900.00				900.00		100.00 %		
Total Dept 691 - Historical Commission											
			900.00				900.00		100.00 %		
Department 692 - Memorial Day Committee											
Expenses			900.00				560.00	340.00	62.22 %		
Total Dept 692 - Memorial Day Committee											
			900.00				560.00	340.00	62.22 %		

# Town of Tyngsborough

## All Departments Expenditure Report

From 07/01/2019 to 06/30/2020

Account Number/Dept	Description	Carry Forward	Original Budget	Amended Budget	Encumbered	Expended	Unencumbered Balance	% Exp
Department 710 - Retirement of Debt Expenses			1,010,073.00	6,325.00		1,016,397.78	0.22	99.99 %
Total Dept 710 - Retirement of Debt			1,010,073.00	6,325.00		1,016,397.78	0.22	99.99 %
Department 751 - Interest on Long-Term Debt Expenses			121,520.00	24,078.00		145,597.51	0.49	99.99 %
Total Dept 751 - Interest on Long-Term Debt			121,520.00	24,078.00		145,597.51	0.49	99.99 %
Department 752 - Interest on Short-Term Debt Expenses			150,434.00	-86,686.00		51,224.97	12,523.03	80.35 %
Total Dept 752 - Interest on Short-Term Debt			150,434.00	-86,686.00		51,224.97	12,523.03	80.35 %
Department 820 - State Assessments and Charges Expenses						1,434,084.00	-1,434,084.00	100.00 %
Total Dept 820 - State Assessments and Charges						1,434,084.00	-1,434,084.00	100.00 %
Department 840 - Other Intergovernmental Assess Expenses			3,642.00			3,571.11	70.89	98.05 %
Total Dept 840 - Other Intergovernmental Assess			3,642.00			3,571.11	70.89	98.05 %
Department 900 - 900 Expenses								
Total Dept 900 - 900						472,570.03	-472,570.03	100.00 %
Department 910 - Employee Benefits Salaries & Wages Expenses			6,658,060.00		57,500.00	6,496,500.57	104,059.43	98.43 %
Total Dept 910 - Employee Benefits		2,741.37				2,741.37		100.00 %
Department 940 - Other Unclassified Expenses								
Total Dept 940 - Other Unclassified			332,134.00			329,848.12	2,285.88	99.31 %
001 Total GENERAL FUND		545,636.13	40,925,045.07	293,277.59	59,273.38	42,504,403.32	-799,717.91	101.91 %

Grand Total

545,636.13

40,925,045.07

293,277.59

59,273.38

42,504,403.32

-799,717.91

101.91 %



**PRESIDENTIAL PRIMARY  
TUESDAY MARCH 3, 2020**

**Official Results**

	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>TOTAL</b>
<b>OFFICES AND CANDIDATES</b>					
<b>DEMOCRATIC</b>					
<b>PRESIDENTIAL PREFERENCE</b>					
Deval Patrick	3	5	2	2	12
Amy Klobuchar	2	8	9	10	29
Elizabeth Warren	79	60	86	105	330
Michael Bennet	0	0	1	0	1
Michael R. Bloomberg	65	69	67	82	283
Tulsi Gabbard	8	6	9	10	33
Cory Booker	0	0	2	0	2
Julian Castro	0	0	0	0	0
Tom Steyer	4	7	7	1	19
Bernie Sanders	144	143	165	135	587
Joseph R. Biden	223	210	242	290	965
John K. Delaney	1	1	1	0	3
Andrew Yang	0	2	4	1	7
Pete Buttigieg	13	14	20	16	63
Marianne Williamson	0	0	0	0	0
No Preference	8	4	4	4	20
Write-In	0	0	0	0	0
Blank	3	2	4	2	11
Totals	553	531	623	658	2,365
<b>STATE COMMITTEE MAN</b>					
Curtis J. LeMay	380	384	419	444	1,627
Write-In	0				0
Blank	173	147	204	214	738
Totals	553	531	623	658	2,365
<b>STATE COMMITTEE WOMAN</b>					
Jennifer L. Mieth	374	384	419	447	1,624
Write-In	0				0
Blank	179	147	204	211	741
Totals	553	531	623	658	2,365
<b>TOWN COMMITTEE</b>					
Group	206	236	248	294	984
Write-In					0
Blank	347	295	375	364	1,381
Total	553	531	623	658	2,365
<b>TOWN COMMITTEE</b>					
Richard D. Reault	251	283	293	329	1,156
Kenneth A. Times, III	268	291	287	329	1,175
Elizabeth A. Coughlin	247	281	277	324	1,129
Steven P. O'Neill	234	267	265	320	1,086
Colleen J. Gabriel	227	266	265	309	1,067
Carolyn A. Scafidi	224	257	261	311	1,053
Douglas W. Times	270	285	288	330	1,173
James R. Hustins	225	270	254	315	1,064
Kennthe A. Times	261	282	283	325	1,151
Cindy D. Ramaska	231	270	261	310	1,072
Sherrie A. Dunbar	280	292	297	343	1,212
Vicki L. O'Neill	224	254	267	327	1,072

**PRESIDENTIAL PRIMARY  
TUESDAY MARCH 3, 2020**

**Official Results**

Mary Gail Martin	228	263	262	311	1,064
Susan C. Reault	229	264	278	317	1,088
Nelson L. Brake	222	255	263	303	1,043
Becky S. Zehr	220	256	268	309	1,053
Valerie A. Times	250	274	279	320	1,123
Paul R. Provencher	237	263	261	307	1,068
Elkin B. McCallum	222	257	259	305	1,043
Juli M. Rogers	221	253	256	302	1,032
Paul D. Worthington-Berry	223	246	265	301	1,035
Gabrielle J. Lausier	221	258	263	301	1,043
Gerald C. Tucke, II	215	247	252	315	1,029
Paul S. Tassi	220	258	253	301	1,032
Kerry A. Sheehan	234	260	281	320	1,095
Brian J. Martin	229	254	266	306	1,055
Ellen L. Parlee	279	286	343	358	1,266
Mark C. Parlee	262	276	321	340	1,199
James A. Melanson, Jr.	223	253	256	300	1,032
Elizabeth S. Reilley	224	251	269	312	1,056
Robert L. Mullin, II	232	247	258	303	1,040
Rose B. McGarry	233	270	266	310	1,079
Francis A. Keefe	219	250	262	319	1,050
Amy A. Schade	251	265	302	367	1,185
Cheryl A. Reault	244	265	313	350	1,172
Write-In					
Blank	11,023	9,316	12,106	11,881	44,326
Total	19,303	18,585	21,700	23,030	82,618
<b>REPUBLICAN</b>					
<b>Presidential Preference</b>					
William F. Weld	13	12	17	14	56
Joe Walsh	2	0	0	3	5
Donald J Trump	213	215	199	251	878
Roque de la Fuente	0	0	0	1	1
No Preference	1	4	5	1	11
Write-Ins					0
Blanks	0	2	1	3	6
<b>TOTAL</b>	<b>229</b>	<b>233</b>	<b>222</b>	<b>273</b>	<b>957</b>
<b>STATE COMMITTEE MAN</b>					
Dennis J. Galvin	174	169	175	220	738
Write-Ins	0	0	0	0	0
Blanks	55	64	47	53	219
<b>TOTAL</b>	<b>229</b>	<b>233</b>	<b>222</b>	<b>273</b>	<b>957</b>
<b>STATE COMMITTEE WOMAN</b>					
Mary L. Burns	78	92	64	69	303
Kathleen Lynch	127	115	137	171	550
Write-Ins	0	0	0	0	0
Blanks	24	26	21	33	104
<b>TOTAL</b>	<b>229</b>	<b>233</b>	<b>222</b>	<b>273</b>	<b>957</b>
<b>TOWN COMMITTEE</b>					
<b>Group</b>					
Write-Ins	0	0	0	0	0
Blanks	2,290	2,330	2,210	2,730	9,560



**PRESIDENTIAL PRIMARY  
TUESDAY MARCH 3, 2020**

**Official Results**

<b>TOTAL</b>	2,290	2,330	2,210	2,730	9,560
<b>GREEN-RAINBOW PRESIDENTIAL PREFERENCE</b>					
Dario Hunter					0
Sedinam Kinamo Christin					0
Moyowasifza-Curry			1		0
Kent Mesplay					0
Howard Hawkis					1
No Preference					0
Write-Ins					0
Blanks					0
<b>TOTAL</b>	0	0	1	0	0
<b>STATE COMMITTEE MAN</b>					
Write-Ins					0
Blanks			1		0
<b>TOTAL</b>			1		1
<b>STATE COMMITTEE WOMAN</b>					
Write-Ins					0
Blanks			1		0
<b>TOTAL</b>			1		1
<b>TOWN COMMITTEE</b>					
Write-Ins					0
Blanks			10		0
<b>TOTAL</b>			10		10
<b>LIBERTARIAN PRESIDENTIAL PREFERENCE</b>					
Arvin Vohra					0
Vermin Love Supreme	1		1		0
Jacob George Horneberger			1		0
Samuel Joseph Robb					2
Dan Taxation is Theft Behrman					1
Kimberly Margaret Ruff					0
Kenneth Reed Armstrong	1				0
Adam Kokesh					0
Jo Jorgenson					1
Max Abramson					0
No Preference			1	1	0
Write-Ins					0
Blanks	1			1	2
<b>TOTAL</b>	3	0	3	2	2
<b>STATE COMMITTEE MAN</b>					
Write-Ins					0
Blanks	3	0	0	2	0
<b>TOTAL</b>	3	0	0	2	5
<b>STATE COMMITTEE WOMAN</b>					
Blanks	3	0	3	2	0



**PRESIDENTIAL PRIMARY  
TUESDAY MARCH 3, 2020**

**Official Results**

<b>TOTAL</b>	3	0	3	2	8
<b>TOWN COMMITTEE</b>					
Write-Ins					0
Blanks	30	0	30	20	0
<b>TOTAL</b>	30	0	30	20	80
Democratic Vote	553	531	623	658	2,365
Republican Vote	229	233	222	273	957
Green-Rainbow Vote	-	-	1	-	1
Libertarian Vote	3	-	3	2	8
Total Turnout	785	764	849	933	3,331
Percentage	54%	50%	52%	60%	54%
Registered Democrats	433	484	497	404	1,818
Registered Republicans	256	283	302	283	1,124
Registered Green-Rainbow	2	2	2	1	7
Registered Libertarians	7	5	9	13	34
Registered All Others	1,450	1,543	1,633	1,545	6,171
Provisional ballots cast			4	1	5
Provisional ballots counted			-	-	-
Attest: a true copy					
Joanne Shifres, Town Clerk					

**RESCHEDULED**  
**6/30/2020**

**TOWN ELECTION**  
**MAY 12, 2020**

**OFFICIAL**  
**RESULTS**

<b>Registered Voters</b>	2,192	2,352	2,508	2,271	<b>9,323</b>
<b>Precinct voters</b>	357	284	302	373	<b>1,316</b>
<b>Precinct voting %</b>	16.29%	12.07%	12.04%	16.42%	<b>14.12%</b>
<b>Offices &amp; Candidates</b>	<b>Prec. 1</b>	<b>Prec. 2</b>	<b>Prec. 3</b>	<b>Prec. 4</b>	<b>Total</b>
<b>Board of Selectmen (vote for two)</b>					
Blanks	76	36	75	71	258
Ronald J. Keohane	233	132	178	222	765
Hillari I. Wennerstrom	220	211	192	261	884
Ken Pappas	98	69	73	81	321
Write-Ins					
Dave Leo	83	118	85	109	395
Others	4	2	1	2	9
<b>Total</b>	<b>714</b>	<b>568</b>	<b>604</b>	<b>746</b>	<b>2,632</b>
<b>Board of Assessor</b>					
Blanks	83	66	77	87	313
Ann Marie G. Conant	274	218	225	286	1,003
Write-Ins					0
<b>Total</b>	<b>357</b>	<b>284</b>	<b>302</b>	<b>373</b>	<b>1,316</b>
<b>Board of Health (vote for two)</b>					
Blanks	413	306	335	409	1,463
Sheila M. Perrault	251	212	208	268	939
Write-Ins					
Alivia Morton	39	44	53	60	196
Others	11	6	8	9	34
<b>Total</b>	<b>714</b>	<b>568</b>	<b>604</b>	<b>746</b>	<b>2,632</b>
<b>Cemetery Commissioner (three years)</b>					
Blanks	308	201	242	305	1,056
Write-Ins					
Doug Latulippe	27	33	39	31	130
Others	22	50	21	37	130
<b>Total</b>	<b>357</b>	<b>284</b>	<b>302</b>	<b>373</b>	<b>1,316</b>
<b>Cemetery Commissioner (two years)</b>					
Blanks	333	250	286	355	1,224
Write-Ins					
Paul LoPolilato (declined position)	8	20	7	10	45
Others	16	14	9	8	47
<b>Total</b>	<b>357</b>	<b>284</b>	<b>302</b>	<b>373</b>	<b>1,316</b>
<b>Finance Committee</b>					
Blanks	303	245	244	300	1,092
Write-Ins					
Scott Pozerski	44	33	51	66	194
Others	10	6	7	7	30
<b>Total</b>	<b>357</b>	<b>284</b>	<b>302</b>	<b>373</b>	<b>1,316</b>
<b>Library Trustee (vote for two)</b>					
Blanks	202	150	166	191	709
Ann Marie G. Conant	266	213	227	284	990
Joseph F. Del Gaudio	244	203	211	268	926
Write-Ins	2	2		3	7
<b>Total</b>	<b>714</b>	<b>568</b>	<b>604</b>	<b>746</b>	<b>2,632</b>

**RESCHEDULED**  
**6/30/2020**

**TOWN ELECTION**  
**MAY 12, 2020**

**OFFICIAL**  
**RESULTS**

<b>Housing Authority (vote for one)</b>					
Blanks	283	189	230	315	1,017
Write-Ins					
Brian Martin	54	75	34	43	206
James Pollito	14	12	33	11	70
<b>Others</b>	6	8	5	4	23
<b>Total</b>	357	284	302	373	1,316
<b>Planning Board (vote for one)</b>					
Blanks	44	49	53	54	200
Corliss F. Lambert	120	118	98	98	434
Jeremy Baldwin	193	117	151	221	682
Write-Ins					
<b>Total</b>	357	284	302	373	1,316
<b>Moderator</b>					
Blanks	95	77	84	88	344
Robert L. Kydd, Jr.	260	207	218	285	970
Write-Ins	2				2
<b>Total</b>	357	284	302	373	1,316
<b>School Committee (vote for two)</b>					
Blanks	325	230	259	271	1,085
Ryan P. McMahon	241	210	193	247	891
Write-ins					
Jeffrey Bowe	75	83	64	121	343
Dustine Puma	63	45	88	103	299
Others	10			4	14
<b>Total</b>	714	568	604	746	2,632
<b>Sewer Commissioner</b>					
Blanks	103	75	91	97	366
Frederick H. Perrault	254	209	211	276	950
Write-ins					0
<b>Total</b>	357	284	302	373	1,316
<b>Tree Warden</b>					
Blanks	87	55	81	72	295
Douglas P. Latulippe	270	229	221	301	1,021
Write-ins					0
<b>Total</b>	357	284	302	373	1,316



<b>GRAND TOTAL</b>					
<b>STATE DEMOCRATIC PRIMARY ELECTION SEPTEMBER 1, 2020</b>					<b>OFFICIAL</b>
REGISTERED VOTERS	448	487	507	409	1,851
OFFICE	PREC 1	PREC 2	PREC 3	PREC 4	TOTAL
Senstor in Congress					
Edward J. Markey	228	208	287	281	1,004
Joseph P. Kenndy, III	281	267	310	306	1,164
Write-Ins	-	-	-	-	-
Blanks	5	6	6	2	19
TOTAL	514	481	603	589	2,187
Representative in Congress					
Lori Loureiro Trahan	449	424	519	515	1,907
Write-Ins	-	-	-	-	-
Blanks	65	57	84	74	280
TOTAL	514	481	603	589	2,187
Councillor					
Eileen R. Duff	412	397	465	471	1,745
Write-Ins	-	-	-	-	-
Blanks	102	84	138	118	442
TOTAL	514	481	603	589	2,187
Senator in General Court					
Edward J. Kennedy, Jr.	426	415	503	492	1,836
Write-Ins	-	-	-	-	-
Blanks	88	66	100	97	351
TOTAL	514	481	603	589	2,187
Representative In General Court					
Colleen Garry	438	424	498	504	1,864
Write-Ins	-	-	-	-	-
Blanks	76	57	105	85	323
TOTAL	514	481	603	589	2,187
Register of Probate					
Tara E. DeCristofaro	415	398	477	475	1,765
Write-Ins	-	-	-	-	-
Blanks	99	83	126	114	422
TOTAL	514	481	603	589	2,187
<b>STATE REPUBLICAN PRIMARY ELECTION SEPTEMBER 1, 2020</b>					
REGISTERED VOTERS	265	277	312	287	1141
OFFICE	PREC 1	PREC 2	PREC 3	PREC 4	TOTAL
Senstor in Congress					
Shiva Ayyadurai	60	51	61	77	249
Kevin J. O'Connor	99	115	116	134	464
Write-Ins	-	-	-	-	-
Blanks	3	2	3	1	9
TOTAL	162	168	180	212	722
Representative in Congress					
Write-Ins	-	-	-	-	-
Blanks	162	168	180	212	722

TOTAL	162	168	180	212	722
Councillor					
Write-Ins	-	-	-	-	-
Blanks	162	168	180	212	722
TOTAL	162	168	180	212	722
Senator in General Court					
Write-Ins	-	-	-	-	-
Blanks	162	168	180	212	722
TOTAL	162	168	180	212	722
Representative In General Court					
Write-Ins	-	-	-	-	-
Blanks	162	168	180	212	722
TOTAL	162	168	180	212	722
Register of Probate					
Write-Ins	-	-	-	-	-
Blanks	162	168	180	212	722
TOTAL	162	168	180	212	722
STATE GREEN-RAINBOW PRIMARY ELECTION SEPTEMBER 1, 2020					
REGISTERED VOTERS	3	2	2	1	8
OFFICE	PREC 1	PREC 2	PREC 3	PREC 4	TOTAL
Senstor in Congress					
Write-Ins	-	-	-	-	-
Blanks	4	-	3	-	7
TOTAL	4	-	3	-	7
Representative in Congress					
Write-Ins	-	-	-	-	-
Blanks	4	-	3	-	7
TOTAL	4	-	3	-	7
Councillor					
Write-Ins	-	-	-	-	-
Blanks	4	-	3	-	7
TOTAL	4	-	3	-	7
Senator in General Court					
Write-Ins	-	-	-	-	-
Blanks	4	-	3	-	7
TOTAL	4	-	3	-	7
Representative In General Court					
Write-Ins	-	-	-	-	-
Blanks	4	-	2	-	6
TOTAL	4	-	2	-	6
Register of Probate					
Write-Ins	-	-	-	-	-
Blanks	4	-	3	-	7
TOTAL	4	-	3	-	7

STATE LIBERTARIAN PRIMARY ELECTION SEPTEMBER 1, 2020					
REGISTERED VOTERS	7	4	7	13	31
OFFICE	PREC 1	PREC 2	PREC 3	PREC 4	TOTAL
Senator in Congress					
Write-Ins	-	-	-	-	-
Blanks	4	1	-	1	6
TOTAL	4	1	-	1	6
Representative in Congress					
Write-Ins	-	-	-	-	-
Blanks	4	1	-	1	6
TOTAL	4	1	-	1	6
Councillor					
Write-Ins	-	-	-	-	-
Blanks	4	1	-	1	6
TOTAL	4	1	-	1	6
Senator in General Court					
Write-Ins	-	-	-	-	-
Blanks	4	1	-	1	6
TOTAL	4	1	-	1	6
Representative In General Court					
Write-Ins	-	-	-	-	-
Blanks	4	1	-	1	6
TOTAL	4	1	-	1	6
Register of Probate					
Write-Ins	-	-	-	-	-
Blanks	4	1	-	1	6
TOTAL	4	1	-	1	6
REGISTERED VOTERS	2,227	2,377	2,567	2,306	9,477
DEMOCRATIC VOTED	514	481	603	589	2,187
REPUBLICAN VOTED	162	168	180	212	722
GREEN-RAINBOW VOTED	4	-	3	-	7
LIBERTARIAN VOTED	4	1	-	1	6
TOTAL VOTED	684	650	786	802	2,922
VOTED PERCENT	30.71%	27.35%	30.62%	34.78%	30.83%



<b>TOWN OF TYNGSBOROUGH</b>					
<b>GRAND TOTAL</b>					
<b>STATE ELECTION NOVEMBER 3, 2020</b>					<b>OFFICIAL</b>
<b>REGISTERED VOTERS</b>	<b>2,274</b>	<b>2,275</b>	<b>2,684</b>	<b>2,390</b>	<b>9,623</b>
<b>VOTED</b>	<b>1,766</b>	<b>1,883</b>	<b>1,975</b>	<b>1,980</b>	<b>7,604</b>
<b>TURNOUT</b>	<b>77.7%</b>	<b>82.8%</b>	<b>73.6%</b>	<b>82.8%</b>	<b>79.0%</b>
<b>OFFICE</b>	<b>PREC 1</b>	<b>PREC 2</b>	<b>PREC 3</b>	<b>PREC 4</b>	<b>TOTAL</b>
<b>Electors of President &amp; Vice President</b>					
Biden and Harris	909	960	1,080	1,085	4,034
Hawkins and Walker	11	6	7	6	30
Jorgensen and Cohen	23	24	31	28	106
Trump and Pence	810	881	837	847	3,375
Write-Ins	-	-	-	-	-
Blanks	13	12	20	14	59
<b>TOTAL</b>	<b>1,766</b>	<b>1,883</b>	<b>1,975</b>	<b>1,980</b>	<b>7,604</b>
<b>Senator in Congress</b>					
Edward J. Markey	905	946	1,085	1,001	3,937
Kevin J. O'Connor	801	877	818	902	3,398
Write-Ins: Shiva Ayyadurai	8	11	15	13	47
Blanks	52	49	57	64	222
<b>TOTAL</b>	<b>1,766</b>	<b>1,883</b>	<b>1,975</b>	<b>1,980</b>	<b>7,604</b>
<b>Representative in Congress</b>					
Lori Loureiro Trahan	1,230	1,309	1,417	1,379	5,335
Write-Ins: Shiva Ayyadurai	-	-	-	-	-
Blanks	536	574	558	601	2,269
<b>TOTAL</b>	<b>1,766</b>	<b>1,883</b>	<b>1,975</b>	<b>1,980</b>	<b>7,604</b>
<b>Councillor</b>					
Eileen R. Duff	1,153	1,231	1,319	1,301	5,004
Write-Ins: Shiva Ayyadurai	-	-	-	-	-
Blanks	613	652	656	679	2,600
<b>TOTAL</b>	<b>1,766</b>	<b>1,883</b>	<b>1,975</b>	<b>1,980</b>	<b>7,604</b>
<b>Senator in General Court</b>					
Edward J. Kennedy, Jr.	1,190	1,261	1,365	1,332	5,148
Write-Ins: Shiva Ayyadurai	-	-	-	-	-
Blanks	576	622	610	648	2,456
<b>TOTAL</b>	<b>1,766</b>	<b>1,883</b>	<b>1,975</b>	<b>1,980</b>	<b>7,604</b>
<b>Representative In General Court</b>					
Colleen Garry	1,286	1,326	1,423	1,401	5,436
Write-Ins	-	-	-	-	-
Blanks	480	557	552	579	2,168
<b>TOTAL</b>	<b>1,766</b>	<b>1,883</b>	<b>1,975</b>	<b>1,980</b>	<b>7,604</b>

<b>Register of Probate</b>					
Tara E. DeCristofaro	1,060	1,166	1,245	1,218	4,689
Write-Ins	-	-	-	-	-
Blanks	706	717	730	762	2,915
<b>TOTAL</b>	1,766	1,883	1,975	1,980	7,604
<b>Regional School Committee</b>					
Paul E. Morin	1,224	1,283	1,325	1,304	5,136
Write-Ins	-	-	-	-	-
Blanks	542	600	650	676	2,468
<b>TOTAL</b>	1,766	1,883	1,975	1,980	7,604
<b>Regional School Committee (2)</b>					
Curtis J. LeMay	1,052	1,130	1,153	1,148	4,483
Lee Gitschier	644	648	695	685	2,672
Write-Ins	-	-	-	-	-
Write-Ins	-	-	-	-	-
Blanks	1,836	1,988	2,102	2,127	8,053
<b>TOTAL</b>	3,532	3,766	3,950	3,960	15,208
<b>QUESTIONS:</b>					
<b>1. Right to Repair</b>					
Yes	1,278	1,376	1,363	1,403	5,420
No	428	422	508	479	1,837
Blanks	60	85	104	98	347
<b>TOTAL</b>	1,766	1,883	1,975	1,980	7,604
<b>2. Ranked Choice</b>					
Yes	649	642	742	719	2,752
No	1,034	1,133	1,105	1,152	4,424
Blanks	83	108	128	109	428
<b>TOTAL</b>	1,766	1,883	1,975	1,980	7,604

**ANNUAL TOWN MEETING MINUTES  
SEPTEMBER 26, 2020**

**Place:** Tyngsborough High School Pierce Field  
**Moderator:** Robert L. Kydd, Jr.

**Time:** 9:00 AM  
**Voters:** 151

Moderator opened the meeting with the Pledge of Allegiance.

**Motion:** To allow the following non-residents to address the meeting: Town Administrator Matthew Hanson, Town Accountant Kara McSwiggin, Police Chief Richard Howe, Assistant Town Administrator Justin Sultzbach, IT Director Jason Bulger, Town Planner Eric Salerno, and Attorney Adam Costa.

**Action:** Does carry.

**Article 1: Reports of the Town Officers and Committees.** To see if the Town will vote to accept the reports of the Town Officers and Committees as printed, or take any other action relative thereto.

**Motion:** To approve as printed in the Annual Town Meeting Guidebook.

**Action:** Does carry.

**Article 2: Appropriation – General Fund for Fiscal Year 2021.** To see if the Town will vote to raise and appropriate and/or transfer from available funds such sums of money as may be necessary to fund town expenses for Fiscal Year 2021 (July 1, 2020 - June 30, 2021), or take any other action relative thereto. (Attached as Exhibit A)

**Motion:** To pull Line 123 Town Administrator.

**Action:** Does carry.

**Motion:** That the Town vote to approve Article 2 including a total appropriation of \$41,488,926, with \$398,723 funded through Free Cash and the remaining \$41,090,203 through Raise and Appropriate.

**Action:** Does carry.

**Motion #2:** To approve Line 123 Town Administrator as printed.

**Action #2:** Does carry.

**Article 3: Compensation of Elected Officials.** To see if the Town will vote to fix the salary and compensation of elective officers of the Town as provided by Section 108 of Chapter 41 of the Massachusetts General Laws, as amended, for the Fiscal Year 2021 (July 1, 2020 - June 30, 2021), or take any other action relative thereto.

Salaries of the Elected Officials are included in the Department Appropriations to be submitted within Article 2.

	REQUEST		
	SALARIES	SALARIES	RECOMMENDED
	7/01/19	7/01/20	7/01/20
	6/30/20	6/30/21	6/30/21
<b><u>Elective Town Officers</u></b>			
Moderator	\$500	\$0	\$0
Selectmen Members (5)			
Chairman	\$3,000	\$0	\$0
Members (4)	\$2,500	\$0	\$0
Town Clerk	\$67,851	\$69,208	\$69,208
Assessors (3)			
Chairman	\$0	\$0	\$0



Member (1)	\$0	\$0	\$0
Member (1)	\$0	\$0	\$0
Board of Health			
Chairman	\$1,000	\$0	\$0
Member (4)	\$800	\$0	\$0
Tree Warden			
Cemetery Commissioners (3)	\$0	\$0	\$0
School Committee (7)	\$0	\$0	\$0
Library Trustees (6)	\$0	\$0	\$0
Sewer Commissioners (3)			
Chairman	\$2,500	\$2,500	\$2,500
Member (1)	\$2,000	\$2,000	\$2,000
Member (1)	\$2,000	\$2,000	\$2,000
Planning Board (5)			
Chairman	\$1,750	\$0	\$0
Members (4)	\$1,500	\$0	\$0
Finance Committee (5)	\$0	\$0	\$0
Constables (2)	\$0	\$0	\$0
Greater Lowell Technical HS (1)	\$0	\$0	\$0

**Motion:** To approve as printed in the Annual Town Meeting Guidebook.

**Action:** Does carry.

**Article 4: Raise and Appropriate funding for FY20 Snow and Ice Deficit.** To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$98,727.72 to cover the FY20 Snow and Ice account deficit, or take any other action relative thereto.

**Motion:** To approve as printed in the Annual Town Meeting Guidebook.

**Action:** Does carry.

**Article 5: Transfer from Free Cash.** To see if the Town will vote to transfer from free cash the following sums of money, or take any other action relative thereto.

\$52,500.00 Other Post-Employment Benefits Trust Fund

\$62,945.20 FY21 Tyngsborough Elementary School Culvert Expenditures

**Motion:** To approve as printed in the Annual Town Meeting Guidebook.

**Action:** Does carry.

**Article 6: Transfer from Free Cash for First Parish Meeting House Lightning Strike Insurance Proceeds.** To see if the Town will vote to transfer from free cash the sum of \$243,245.95, which is the amount received in insurance proceeds on February 11, 2020 from the Massachusetts Interlocal Insurance Association (MIIA) and added to FY20 free cash, to repair lightning damage at the First Parish Meeting House bell tower, or take any other action relative thereto.

**Motion:** To approve as printed in the Annual Town Meeting Guidebook.

**Action:** Does carry.

**Article 7: Appropriation – Ambulance Enterprise Fund for Fiscal Year 2021.** To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to be expended by the Board of Selectmen to operate the Ambulance Enterprise for Fiscal Year 2021 as follows:

Salaries	\$435,550.00
Fringe Benefits	\$42,608.40
Subtotal	<b>\$478,158.40</b>

Expenses	\$84,309.00
Indirect Costs to the General Fund	\$14,033.00
<b>TOTAL</b>	<b>\$576,500.40</b>

with \$568,476.00 to be raised through Department Receipts, as follows:

Estimated Department Receipts	\$576,529.40
Estimated Surplus	\$29.40

and that \$54,641.40 be included in appropriations from the General Fund for fringe benefits and indirect costs, as shown above, and to be allocated to the Ambulance Enterprise for funding, or take any other action relative thereto.

**Motion:** To approve as printed in the Annual Town Meeting Guidebook.

**Action:** Does carry.

**Article 8: Appropriation – Sewer Enterprise Fund for Fiscal Year 2021** To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to be expended by the Sewer Commission to operate the Sewer Enterprise for Fiscal Year 2021 as follows:

That the following sums be appropriated:

Salaries & Stipends	\$227,635.00
Expenses	\$1,318,631.00
Capital Outlay	\$430,850.00
Truck Replacement (contribution for FY21)	\$30,000.00
Debt & Interest Sewer Dept.	\$43,263.00
Subtotal	\$2,050,379.00
Transfer Indirect Costs to General Fund	\$159,722.00
<b>Total</b>	<b>\$2,210,101.00</b>

From the following funding sources:

Department Receipts	\$1,367,234.00
Retained Earnings	\$842,867.00
<b>Total</b>	<b>\$2,210,101.00</b>

or take any other action relative thereto.

**Motion:** To approve as printed in the Annual Town Meeting Guidebook.

**Action:** Does carry.

**Article 9: Authorize the Sewer System Infiltration & Inflow Program.** To see if the Town will vote to raise and appropriate, or borrow the sum of \$500,000 from the Massachusetts Clean Water Trust, Sewer Enterprise Fund, or otherwise, to pay the costs of professional services for the Sewer System Infiltration & Inflow Program #3, including the payment of all costs incidental and related thereto, or to take any other action relative thereto.

**Motion:** That \$500,000 is appropriated for the purpose of financing of the Sewer System Infiltration and Inflow Program #3, including the payment of all costs incidental and related thereto; that to meet this appropriation the Treasurer with the approval of the Board of Selectmen is authorized to borrow up to \$500,000 and issue bonds or notes therefor under Chapter 44 of the General Laws and/or Chapter 29C of the General Laws; that such bonds or notes shall be general obligations of the Town unless the Treasurer with the approval of the Board of Selectmen determines that they should be issued as limited obligations and may be secured by local system revenues as defined in Section 1 of Chapter 29C; that the Treasurer with the approval of the Board of Selectmen is authorized to borrow



all or a portion of such amount from the Massachusetts Clean Water Trust established pursuant to Chapter 29C and in connection therewith to enter into a financing agreement and/or security agreement with the Trust and otherwise to contract with the Trust and the Department of Environmental Protection with respect to such loan and for any federal or state aid available for the project or for the financing thereof; and that the Board of Selectmen, Board of Public Works or other appropriate local body or official is authorized to enter into a project regulatory agreement with the Department of Environmental Protection, to expend all funds available for the project and to take any other action necessary or convenient to carry out the project. Any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

**Action:** Does carry unanimously.

**Article 10: Transfer of Funds from PEG Fund.** To see if the Town will vote to appropriate by transfer the sum of \$148,308.00 from the PEG Fund to the general fund for the following purposes, or take any other action relative thereto.

Amount	To
\$148,308	Support Fiscal Year 2021 PEG Operating Budget for public, educational, and governmental television access

**Motion:** To approve as printed in the Annual Town Meeting Guidebook.

**Action:** Does carry.

**Article 11: Appropriation – Community Preservation Committee Fund.** To see if the Town will vote a sum of money to be appropriated or reserved from estimated annual revenues of the Community Preservation Fund for the fiscal year 2021, with each item to be considered a separate appropriation, for the payment of administrative expenses of the Community Preservation Committee, debt service, community preservation projects, and all other necessary and proper expenses, as follows:

Description	Amount	Fund Category
Renovate Indian Lane Affordable Unit	\$250,000.00	Affordable Housing
Veterans Park Grant Match	\$20,000.00	Open Space and Recreation
Lake Mascuppig Weed Control Program	\$7,000.00	Open Space and Recreation
Mascuppig Dam Inspection	\$3,500.00	Open Space and Recreation
Mascuppig Town Beach	\$20,000.00	Open Space and Recreation
Bear Hill Farm Appraisal	\$7,500.00	Open Space and Recreation
Littlefield Library Grant Match	\$31,763.00	Historic Preservation
Administrative Expenses	\$30,343.20	FY21 Receipts
Debt Service Old Town Hall Year 3 of 10	\$211,819.00	FY21 Receipts
Debt Service First Parish Year 1 of 10	\$246,075.00	FY21 Receipts
Debt Service First Parish Year 1 of 10	\$35,000.00	CPC Fund Balance
<b>Total CPC Appropriations</b>	<b>\$868,000.20</b>	
Reserve for Historic Preservation	\$73,838.00	
Reserve for Affordable Housing	\$73,838.00	
Reserve for Open Space	\$73,838.00	

or take any other action relative thereto.



**Motion:** To approve as printed in the Annual Town Meeting Guidebook.  
**Action:** Does carry.

**Article 12: Appropriation – Special Education Stabilization Fund for Fiscal Year 2021.**

To see if the town will vote to authorize the Board of Selectmen to expend up to \$29,188 from the Special Education Stabilization Fund for the purpose of funding unanticipated or unbudgeted costs of special education, out-of-district tuition, or transportation costs submitted by the School Committee, or to take any other action relative thereto.

**Motion:** To approve as printed in the Annual Town Meeting Guidebook.

**Action:** Does carry.

**Article 13: Transfer of Funds from Billboard Stabilization Fund.** To see if the Town will vote to appropriate by transfer the sum of \$4,000.00 from the Billboard Stabilization Fund to the general fund for the following purposes, or take any other action relative thereto.

Amount	From	To
\$4,000.00	Billboard Stabilization Fund	Stabilize the tax rate for FY21 by funding recreational, public safety, or other public purposes

**Motion:** To approve as printed in the Annual Town Meeting Guidebook.

**Action:** Does carry.

**Article 14: Borrowing and Appropriation – Capital Improvements for Fiscal Year 2021.**

To see if the Town will vote to raise, appropriate and borrow the sum of \$654,038 and that the Town be authorized to accept any available grant funds, for the purposes of funding the following capital requests, or take any other action relative thereto.

ITEM #	DEPT.	PROJECT	NOT TO EXCEED	EXPENDED BY
1	BoS/TA	Building Maintenance	\$75,000	Board of Selectmen
2	Cemetery	Memorial Cemetery Fence	\$9,890	Board of Selectmen
3	Engineer	Westford Rd Culvert	\$75,000	Board of Selectmen
4	Fire	Station Building Maintenance	\$13,500	Board of Selectmen
5	Fire	Station Exhaust System	\$27,778	Board of Selectmen
6	Highway	1 Ton Dump Truck	\$63,386	Board of Selectmen
7	Highway	6-wh DT w/Plow & Sander Replacement	\$187,966	Board of Selectmen
8	Highway	Hot Box Trailer	\$44,500	Board of Selectmen
9	IT	Electric Car Chargers	\$10,000	Board of Selectmen
10	Police	Cruiser Radios	\$11,504	Board of Selectmen
11	Police	Handgun Replacement	\$23,348	Board of Selectmen
12	Police	Patrol Rifles	\$12,166	Board of Selectmen
13	Schools	TES Roof Phase 2	\$56,000	School Committee
14	Schools	TES Phone System Phase 2	\$44,000	School Committee
<b>TOTAL</b>			<b>\$654,038</b>	

**Motion:** That the Town vote to raise and appropriate, or borrow, the sum of \$654,038 to fund the Fiscal Year 2021 capital requests enumerated in the Annual Town Meeting Warrant, Items 1 through 14; to authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow said sum pursuant to G.L. c. 44, or any other enabling authority; and to apply any premium received by the Town upon the sale of any bonds or notes approved hereunder, less any such premium applied to the payment of the costs of issuance of such bonds or notes, to payment of costs hereby approved in accordance with G.L. c. 44, § 20, thereby reducing the amount to be borrowed to pay such costs by a like amount.

**Action:** Does carry unanimously,

**Article 15: Amend Article 21 from the May 21, 2019 Annual Town Meeting.** To see if the Town will vote to amend Article 21 from the May 21, 2019 Annual Town Meeting, to rescind an internal borrowing to fund road maintenance, by changing the funding source to raise and appropriate, or take any other action relative thereto.

**Motion:** To approve as printed in the Annual Town Meeting Guidebook.

**Action:** Does carry.

**Article 16: Amend General Bylaw XLIV DEPARTMENTAL REVOLVING FUNDS.**

To see if the Town will vote to add the language in bold, below, to General Bylaw Article XLIV DEPARTMENTAL REVOLVING FUNDS, Section 5: Table of Authorized Revolving Funds:

<b>Revolving Fund</b>	<b>Spending Authority</b>	<b>Revenue Source</b>	<b>Allowed Expense</b>
Fire Department	Board of Selectmen	Hazmat fees	Fire programs and materials
Recreation & Parks Committee	Board of Selectmen	Fees collected from participants	Recreational programs and activities
Old Town Hall	Board of Selectmen	Fees	Old Town Hall operation and maintenance
First Parish Meeting House	Board of Selectmen	Fees	First Parish Meeting House operation and maintenance
<b><u>Public Building Rentals</u></b>	<b><u>Board of Selectmen</u></b>	<b><u>Fees</u></b>	<b><u>Public buildings operation and maintenance</u></b>
Field Use Committee	Board of Selectmen	Field use fees	Field maintenance
Recycling Committee	Board of Health	Fees collected from participants	Recycling programs and materials
Board of Health	Board of Health	Fees collected from participants	Collection and disposal of bulky items and appliances
Board of Health	Board of Health	Medicare reimbursements	Reimbursement program for Medicare Plan members
Conservation Commission	Conservation Commission	Fees from local Wetland Protection By-law	Conservation Commission activities
<b><u>Stormwater Fund</u></b>	<b><u>Conservation Commission</u></b>	<b><u>Fees</u></b>	<b><u>Storm Water Permit Compliance</u></b>
Sealer of Weights and Measures	Board of Selectmen	Fees collected from participants	Inspection activities
Police Details	Board of Selectmen	Citations	Police Traffic Details
PEG	Board of Selectmen	User fees and rental fees	Audio and visual equipment and supplies

or take any other action relative thereto.

**Motion:** To approve as printed in the Annual Town Meeting Guidebook.

**Action:** Does carry.

**Article 17: Continue and Approve Revolving Funds.** To see if the Town will vote to authorize pursuant to the authority granted under Massachusetts General Laws Chapter 44, Section 53E½ the following revolving funds to be expended in accordance with Article XLIV DEPARTMENTAL REVOLVING FUNDS, Section 5: Table of Authorized Revolving Funds:

<b>Fund</b>	<b>Programs and Purposes</b>	<b>Departmental Receipts</b>	<b>Authorization to Expend Funds</b>	<b>FY21 Spending Limit</b>
Fire Department	Fire programs and materials	Hazmat fees	Board of Selectmen	\$10,000.00



Recreation & Parks Committee	Recreational programs and activities	Fees collected from participants	Board of Selectmen	\$120,000.00
Old Town Hall	Old Town Hall operation and maintenance	Fees	Board of Selectmen	\$25,000.00
First Parish Meeting House	First Parish Meeting House operation and maintenance	Fees	Board of Selectmen	\$25,000.00
Public Building Rentals	Public buildings operation and maintenance	Fees	Board of Selectmen	\$25,000.00
Field Use Committee	Field maintenance	Field use fees	Recreation Department	\$10,000.00
Recycling Committee	Recycling programs and materials	Fees collected from participants	Board of Health	\$7,000.00
Board of Health	Collection and disposal of bulky items and appliances	Fees collected from participants	Board of Health	\$35,000.00
Board of Health	Reimbursement program for Medicare Plan members	Medicare reimbursements	Board of Health	\$6,000.00
Conservation Commission	Conservation Commission activities	Fees from local Wetland Protection By-law	Conservation Commission	\$10,000.00
Stormwater Fund	Conservation Commission activities	Fees from local Stormwater Protection By-law	Conservation Commission	\$10,000.00
Sealer of Weights and Measures	Inspection activities	Fees collected from participants	Board of Selectmen	\$3,000.00
Police Details	Police Traffic Details	Citations	Board of Selectmen	\$30,000.00
PEG	Audio and visual equipment and supplies	User fees and rental fees	Board of Selectmen	\$3,000.00

or take any other action relative thereto.

**Motion:** To approve as printed in the Annual Town Meeting Guidebook.

**Action:** Does carry.

**Article 18: Authorization of the Board of Selectmen Regarding Contracts in Excess of Three Years.** To see if the Town will vote to authorize the Board of Selectmen to enter into Lease/Purchase

Agreements up to five years to lease or purchase equipment for the Town, said contracts to be subject to annual appropriations, or take any other action relative thereto.

**Motion:** To approve as printed in the Annual Town Meeting Guidebook.

**Action:** Does carry.

**Article 19: Acceptance of G.L. Chapter 60 Section 3F regarding the Veterans Assistance**

**Fund** To see if the Town will vote to accept Chapter 60 Section 3F of Massachusetts General Laws, to designate a place on its property tax bills or motor vehicle excise bills, or mail with such bills a separate form, whereby taxpayers of the town may voluntarily check off, donate and pledge an amount of money which shall increase the amount already due to establish and fund a municipal veterans assistance fund, the money in such fund to be used without further appropriation to provide support for veterans and their dependents in need of immediate assistance with food, transportation, heat and oil expenses, or take any other action relative thereto.

**Motion:** To approve as printed in the Annual Town Meeting Guidebook.

**Action:** Does carry.

**Article 20: Approve Amendment to the Greater Lowell Regional School District Regional**

**Agreement** To see if the Town will vote to accept the amendments to Section 1 of the Greater Lowell Vocational Regional School District's Regional Agreement that were approved by the School Committee on January 10, 2019 and ordered by the United States District Court of Massachusetts pursuant to a Consent Decree issued on June 3, 2015, and on file with the Office of the Town Clerk, or take any other action relative thereto.

**Motion:** To approve as printed in the Annual Town Meeting Guidebook.

**Action:** Does carry.

**Article 21: Street Acceptance- Whitetail Drive** To see if the Town will accept the layout of a certain town way below described, made by the Board of Selectmen under the provisions of M.G.L. c.82 §§ 21 through 24, and any other enabling statute, filed in the Office of the Town Clerk with the plans there mentioned and referred to for a more particular description, as follows:

A plan entitled "Definitive Plan, Whitetail Estates, Subdivision in Tyngsborough Mass., belonging to R&F Land Holdings, LLC, scale 1"-40', October 10, 2005", compiled by Robert M. Gill & Associates, Inc. Civil Engineer and Land Surveyors, which is recorded in the Middlesex North District Registry of Deeds at Plan Book 222, Page 28;

And, further, to authorize the Board of Selectmen to accept an instrument conveying for nominal consideration the aforesaid roadway or interest(s) therein, together with all easements and appurtenances thereto, as are shown on the aforementioned plan".

or to take any other action relative thereto.

**Motion:** To approve as printed in the Annual Town Meeting Guidebook.

**Action:** Does carry.

**Article 22: Special Act of the Legislature: An Act relative to the membership of the conservation commission of the Town of Tyngsborough.**

To see if the Town will vote to authorize the Board of Selectmen to file a Home Rule Petition with the General Court for a Special Act of the Legislature authorizing two (2) alternate members of the Conservation Commission, as follows:

**AN ACT AUTHORIZING ALTERNATES ON THE TYNGSBOROUGH CONSERVATION COMMISSION**

**SECTION 1.** Notwithstanding section 8C of chapter 40 of the General Laws, the board of selectmen of the town of Tyngsborough may appoint 2 alternate members of the conservation commission of the town for staggered terms not to exceed 3 years.



**SECTION 2.** The chairman of the conservation commission may designate any of the alternate members to sit on the commission in the case of absence, inability to act or conflict of interest on the part of a member of the commission or, in the event of a vacancy on the conservation commission, until the vacancy is filled in accordance with said section 8C of said chapter 40.

**SECTION 3.** This act shall take effect upon its passage.

or take any other action relative thereto.

**Motion:** To approve as printed in the Annual Town Meeting Guidebook.

**Action:** Does carry.

**Article 23: Zoning Bylaw- Community Composting Facility**

To see if the Town will vote to:

(a) Amend Section 2.11.30 of the Town’s Zoning Bylaw by adding the following new provision to the Table of Uses:

	Residential Districts			Business Districts				Industrial
Governmental, Institutional and Public Service Uses								
	R-1	R-2	R-3	B-1	B-2	B-3	B-4	I-1
<b>Community Composting Facility</b>	<b>SS-R</b>	<b>SS-R</b>	<b>S S - R</b>	<b>S S - R</b>	<b>SS -R</b>	<b>SS -R</b>	<b>S S - R</b>	<b>SS-R</b>

(b) Amend Section 2.11.46 of the Zoning Bylaw, entitled “Other Uses” by modifying or adding the following definitions:

Solid Waste Disposal - Sanitary landfill, refuse transfer station, refuse incinerator with grate area in excess of ten (10) square feet, ~~composting plant~~, solid waste recycling operation, and any other works or use for processing, handling, treating, and disposing of solid waste materials, including garbage, rubbish, junk discarded bulk items, and sludge but not raw sewage, compostable materials and similar waste items.

**Composting - Composting is the controlled decomposition of organic material to form compost, the biologically stable humus-like material derived from composting, and other higher value products or the aerobic, thermophilic decomposition of organic matter, which is used as a soil amendment.**

**Community Composting Facility - shall include and be defined as follows:**

- a. A facility to control the decomposition of organic material such as yard waste, food scraps, and other compostable materials into compost.
- b. Shall have a minimum lot size of four (4) acres.
- c. Shall be located at least 1/8 mile (660 feet) away from any existing primary structures.
- d. A facility that:
  1. receives no more than 78.75 tons per week and no more than 22.5 tons per day of Group 2 organic materials, listed in 310 CMR 16.04(3)(b): Table 1. Examples of Organic Materials, or other organic materials with a carbon to nitrogen ratio of 30:1 or less.
  2. contains less than 5,000 cubic yards of organic material per acre; and
  3. has less than 37,500 cubic yards of organic materials on site at any one time.
- e. Shall be located at least 100 ft away from a wetland resource area.



- f. Any site operating as a Composting Facility shall be further subject to 310 CMR 16.04, General Permit for Recycling Composting or Aerobic and Anaerobic Digestion Operations, including all requirements for implementing and odor and vector control plan.
- g. The number of permitted Community Composting Facilities shall be limited to no more than two (2).

(c) Amend Section 2.11.50 of the Zoning Bylaw by adding the following new accessory use definition:

Residential backyard compost piles shall be an accessory use to all single and two family dwellings when said pile is 266 square feet per acre up to a maximum of 400 square feet (approximately 20ft x 20ft) in total area and shall not exceed four (4) feet in height. Such use shall require a setback of thirty (30) feet from front lot line and not less than five (5) feet from side and rear lot lines as well as thirty (30) ft from a wetland resource area and shall also comply with 2.14.30 of this bylaw.

**Motion:** To approve as printed in the Annual Town Meeting Guidebook.

**Action:** Does not carry. Hand count needed. In favor 69, opposed 62. Total of 131 counted; 2/3 is 87.

#### **Article 24: Zoning Bylaw- Assisted Living Facility**

To see if the Town will vote to:

(a) Amend Section 2.11.30 of the Zoning Bylaw by adding the following new provisions to the Table of Uses with additions in bold:

	Residential Districts			Business Districts				Industrial
Governmental, Institutional and Public Service Uses								
	R-1	R-2	R-3	B-1	B-2	B-3	B-4	I-1
Nursing Home <sup>1</sup>	O	O	SPB	P	P	P	O	O
Assisted Living	O	O	O	O	O	SPB-R	O	O
Independent Living	O	O	O	O	O	O	O	O
Continuing Care Campus	O	O	O	O	O	SPB-R	O	O

<sup>1</sup> – This line in the use table already exists, and is included for reference.

(b) Amend Section 2.11.43 by adding the following new definitions thereto:

**Assisted Living Facility** - A structure or structures owned by a single entity containing four or more dwelling units for persons in need of assistance with activities of daily living, as defined and regulated by MGL c19D § 1 and 651 CMR 12.00 et seq. or any successor statute or regulations. Assistance with activities of daily living include assistance with tasks related to bathing, dressing, grooming, ambulation, eating, toileting, and other similar tasks related to personal care needs.

The Facility may consist of, in one or more buildings, dwellings, common areas, including without limitation: central dining facilities, lounges, meeting rooms, laundry rooms, greenhouses, exercise rooms and recreational areas, libraries, offices, and such other common areas, facilities, and accessory uses for the residents or staff as may be desirable. Dwelling areas/units shall not include private kitchen or food preparation appliances such as a stove but may include a kitchenette with a refrigerator, microwave and hot plate. Shared living environment shall include shared dining facilities.

**Independent Living Facility** – A structure or structures owned by a single entity containing dwelling units and common areas. Independent Living dwelling buildings must be accompanied by Assisted Living units as part of a Continuing Care Campus and shall include four (4) or more units

per building. Units shall contain no more than two bedrooms each and a maximum habitable living area of 1,200 square feet. All dwelling units shall be constructed to be handicap accessible in accordance with 521 CMR and age-appropriate design requirements included in the Assisted Living and Continuing Care Campus Development by-law.

**Continuing Care Campus** – A combination of Assisted Living and Independent Living facilities or units in one or more buildings owned by the same entity. The number of Independent Living units shall not exceed 1.5 times the number of Assisted Living units.

Add a new Section 4.19.00 to the Zoning Bylaw entitled "Assisted Living and Continuing Care Campus Development" as follows:

#### Section 4.19.00 Assisted Living and Continuing Care Campus Development

**4.19.10 Purpose** –The purpose of this article is to provide residential services that meet the needs of people as they age and people that require assistance with activities of daily living.

**4.19.10 Purpose** –The purpose of this article is to provide residential services that meet the needs of people as they age and people that require assistance with activities of daily living.

#### **4.19.20 Applicability**

A. The Planning Board may grant a Special Permit for an Assisted Living or Continuing Care Campus Development in accordance with this Article on any tract of land in the B-3 Zoning District that meets the following requirements:

1. Four or more acres of land;
2. Minimum of 200 feet of frontage; and
3. Public water and sewer available at the street frontage.

B. An Assisted Living Facility or Continuing Care Community Campus is intended to be friendly to people who are facing challenges of aging and those that require assistance. As such, buildings and site improvements proposed for these uses shall accommodate by including visitability and universal design in accordance with the provisions of this article.

#### **4.19.30 Uses**

A. In the B-3 Zoning District, the Planning Board may grant a special permit for an Assisted Living or Continuing Care Campus. This article does not permit development of Independent Living units without being accompanied by Assisted Living facilities. Assisted Living and Continuing Care Campuses may include one or more of the following:

1. Memory care units.
2. Skilled nursing facility or physical rehabilitation facility with no more than 100 beds.

B. An Assisted Living Facility or Continuing Care Campus may include the following non-residential uses primarily for the benefit of residents and their guests, provided that aggregate floor area for the nonresidential uses shall not exceed 10% of the total gross floor area of the buildings in the development. These uses shall be incidental and subordinate to the principal residential uses in the Assisted Living Facility or Continuing Care Campus.

1. Personal services.
2. Medical office or clinic.
3. Accessory uses for residents, employees, and guests, such as central or common dining facilities or laundry facilities, or indoor or outdoor recreation facilities.



#### **4.19.40 Basic Requirements**

- A. Assisted Living Facilities and Continuing Care Campuses shall be limited to 18 units per acre.
- B. Maximum building coverage shall not exceed 35% of the lot area for new construction or expansion of existing structures. Maximum impervious area shall not exceed 60%.
- C. Assisted Living and Continuing Care Campus dwelling units are subject to the Town of Tyngsborough's Inclusionary Zoning Bylaw as set forth in section 1.20.00.
- D. Buildings constructed as part of an Assisted Living Facility or Continuing Care Campus must be set back a minimum of 20 feet from an internal roadway or the distance stipulated in section 2.12.50 (Table of Standard Dimensional Requirements) from a public way. Buildings shall be separated from each other and from lot lines by a minimum of 30 feet at the sides and include a rear setback of 40 feet, except that the minimum setback shall be 100 feet from the side or rear lot line, as applicable, abutting an existing single-family dwelling. The building heights shall be determined by the Table of Standard Dimensional Requirements.
- E. No dwelling unit in An Assisted Living Residence or Continuing Care Campus shall have more than two bedrooms.
- F. The minimum common open space in the development shall be 30% of the lot area, and not more than 25% of the required minimum common open space shall consist of wetlands. The upland open space shall be contiguous and usable by residents of the development.
- G. ADA compliant sidewalks shall be installed to connect parking areas and buildings throughout the site.
- H. Minimum off-street parking requirements shall be as follows:
  - 1. Independent living units: one space per bedroom.
  - 2. Assisted living residence: one space per two units.
  - 3. Skilled nursing facility or physical rehabilitation center, if included in a Continuing Care Campus: one space per two beds.
  - 4. Guest parking: one space per three units or three beds, as applicable.

#### **4.19.50 Age Appropriate Design**

- A. An Assisted Living Facility or Continuing Care Community Campus is intended to serve people who are facing challenges of aging and those that require assistance. While units are not required to be age restricted, they must be designed for "visitability" and for people to age in place. At minimum, these terms mean that an Assisted Living Facility or Continuing Care Community Campus shall have the following features:
- B. Independent living units and assisted living facilities shall comply with the accessibility requirements of the Massachusetts Architectural Access Board in accordance with Group 1 requirements of 521 CMR.
- C. Residential and community buildings shall provide for:
  - 1. At least one zero-step entrance;
  - 2. Doorways with a thirty-six-inch clear passage space;
- D. Independent Living units may be in a multi-story building, but shall be one level and include master bedroom and an accessible en suite bathroom designed and equipped for seniors and people with mobility impairments

Outdoor facilities, such as walkways, gardens, and recreation areas, shall be designed for universal access.



#### **4.19.60 Development Standards**

As part of the Planning Board's special permit review process, the Board shall evaluate the proposed Assisted Living or Continuing Care Campus Development for conformance to the following minimum design standards.

- A. Structures shall be clustered to reduce site disturbance and protect open spaces, natural and environmentally sensitive areas.
- B. Building design shall avoid use of long, unbroken facades, and shall include use of balconies, offset walls, trellises and other design elements to provide visual interest.
- C. Building design, colors, and materials shall generally correspond to the natural setting of the project site, and to any prevalent design styles that may occur in neighborhoods within the general project area.
- D. Structures located near the project property lines shall be designed and located in a manner that reflects consistency and compatibility with neighboring areas, and shall include appropriate use of building density, heights and design to minimize any intrusion on neighbors.
- E. Outdoor recreation or gathering areas, particularly those that may generate significant noise and/or light and glare, shall be located to minimize intrusion on neighboring properties.

#### **4.19.70 Procedures**

- A. All Assisted Living and Continuing Care Campus uses and structures are subject to a Special Permit and Site Plan Review from the Town of Tyngsborough Planning Board in accordance with Sections 1.16.00 through 1.16.23 of this Bylaw. In addition to the requirements of sections 1.16.00 through 1.16.23, all approval criteria set forth in this Section shall apply. The Planning Board shall be the Special Permit Granting Authority for any Special Permits under this Section.
- B. The Applicant shall submit a special permit application together with the size, form, number, and contents of the required plans and any supplemental information as required in the Planning Board's Rules and Regulations.

#### **4.19.80 Decision**

A. A Special Permit and Site Plan Special Permit with any conditions, safeguards, and limitations deemed necessary to mitigate the project's impact on the surrounding area and to ensure compliance with this article may be granted for an Assisted Living or Continuing Care Campus application based upon a determination by the Planning Board that the requirements of 1.16.00 have been met and that the proposed plan is consistent with the purpose and specific requirements of this section. In evaluating a proposed development, in addition to the Special Permit Requirements set forth in Sections 1.16.00 through 1.16.23, the Planning Board shall grant a Special Permit if it finds that the proposed development:

- 1. Serves the social, economic, or community needs ;
- 2. Does not have adverse effects that outweigh its benefits on the neighborhood or Town;
- 3. Meets the Open Space requirements set forth in this bylaw;
- 4. Provides for safe vehicular movements, and for the safety and convenience of pedestrians in a manner that is compatible with Tyngsborough's public safety requirements and the needs of those who will live there;
- 5. Is consistent with the Tyngsborough Master Plan as amended;
- 6. Will not be substantially detrimental to the neighborhood in which it is to take place;
- 7. Is appropriate for the site in question; and

8. Complies with the applicable requirements of the bylaw.

B. The Planning Board may require changes to Assisted Living and Continuing Care Campus site plans and impose additional conditions, safeguards and limitations as it deems necessary to secure the objectives of this bylaw.

Amend Section 1.20.40 of the Zoning Bylaw, entitled "Methods of Providing Affordable Housing Units" as follows with additions in bold:

1.20.41

1. For age-restricted housing, at least 15% of the new housing created must be designated as affordable in perpetuity.

2. For all other housing development subject to this requirement, at least 12% of the new housing units created shall be restricted as affordable in perpetuity.

**3. For Assisted Living or Continuing Care Campus development, at least 10% of the new units created must be designated as affordable in perpetuity.**

4. When the calculation results in a fractional affordable housing unit (FAHU) of 0.5-0.9, the developer shall provide a whole on-site unit for that fractional unit.

**Motion:** To approve as printed in the Annual Town Meeting Guidebook.

**Action:** Moderator called for a reverse hand count. Opposed 26, more than 80 in favor. Does carry.

## **Article 25: Citizen Petition, Town Manager Special Act**

To see if the Town will vote to authorize the Board of Selectmen to file a petition with the General Court for special legislation establishing the position of Town Manager in the Town of Tyngsborough, outlining the process for appointment and removal of the Town Manager, and the powers, duties and responsibilities of such office, all as set forth below; and, to authorize the General Court to make clerical and editorial changes of form only to the bill, unless the Board of Selectmen approves amendments to the bill before enactment by the General Court, and the Board of Selectmen shall be authorized to approve amendments which shall be within the scope of the general public objectives of the petition, or take any action relative thereto.

### **An Act Establishing the Position of Town Manager in the Town of Tyngsborough**

SECTION 1. There is hereby established in the town of Tyngsborough the office of town manager to be appointed by majority vote of the full Tyngsborough board of selectmen to serve for a term of not more than 3 years. The board shall fix the compensation for such person, annually, within the amount appropriated by the town. The town manager shall be appointed on the basis of educational, executive, and administrative qualifications and experience. At least 3 months prior to the expiration of any contract term, the board of selectmen shall vote on whether to reappoint the town manager, and such reappointment shall be by majority vote of the full board, provided, however, that the provisions of section 8 of this act shall not apply to such vote. To be eligible for appointment, the town manager shall not have served in an elective town office in Tyngsborough for at least 12 months prior to appointment. The town manager shall devote full time to the office and shall not, unless approved in advance by the board of selectmen, hold any other public office, elected or appointed, unless in an ex officio capacity, nor engage in any business or occupation during such service.

SECTION 2. The board of selectmen shall provide for an annual review of the job performance of the town manager based upon the duties of the manager listed in Section 3 of this act, a summary of which shall be prepared and be a public record. Failure to administer an annual review shall not



prohibit the board of selectmen from authorizing any annual increase in compensation.

SECTION 3. The town manager shall be the chief administrative officer of the town, directly responsible to the board of selectmen for the administration of all town affairs for which the office of town manager is given responsibility by this act. The town manager shall supervise, direct and be responsible for the efficient administration of all functions and activities for which the office of town manager is given authority, responsibility or control by this act, by-law, town meeting vote, or vote of the board of selectmen, including but not limited to the following:

A. To appoint, and in appropriate circumstances remove, subject to any applicable collective bargaining agreement, personnel by-law or employment contract, an assistant town manager, department heads, officers, agents, and other employees of the town for whom no other method of selection or removal is provided by this act, other than those under the jurisdiction of the school committee and the board of library trustees, and shall forthwith give written notice of such appointment to the board of selectmen and the respective board or department; provided, however, that appointment of agents of appointed or elected multiple-member bodies, or of department heads for departments for which an appointed or elected board provides policy direction, shall be made only after consultation with the respective appointed or elected multiple-member body.

i. All appointments of department heads and multiple-member bodies made under section 3(A) of this act shall become effective on the 15<sup>th</sup> day following the day on which such notice of appointment is filed with the board of selectmen, unless the board shall, within that period by a majority vote of the full board, vote to reject such an appointment, or has sooner voted to affirm it. A copy of each notice of appointment shall be posted on the town bulletin board and website when submitted to the board of selectmen.

ii. Notwithstanding any other provision of this act to the contrary, when a vacancy occurs or will occur on a date certain in the office of fire chief or police chief, and prior to exercising any authority under section 3(A) of this act, the town manager shall consult with the board of selectmen as to the criteria and process for appointment.

B. To administer the town personnel system, including, but not limited to personnel bylaws, policies and procedures, rules and regulations, collective bargaining agreements and employment contracts; the town manager shall also prepare and maintain a current plan establishing personnel staffing requirements for each town department, excepting school and library personnel.

C. To attend all regular and special meetings of the board of selectmen, unless approved in advance by the chair of the board of selectmen, and shall have a voice, but no vote, in all of the board of selectmen's proceedings.

D. To assure that a full and complete record of the financial and administrative activities of the town is kept and rendered as often as may be required by the board of selectmen, but not less than once a year, a full written report of all town administrative operations during the period reported on, which report shall be made available to the public.

E. To keep the board of selectmen fully advised as to the needs of the town and recommend to the board of selectmen and to other elected and appointed town officers and departments adoption of such measures requiring action by them or by the town meeting as the town manager may deem necessary or expedient.

F. To be responsible for the maintenance and repair, rental and use, of all town buildings and facilities, excluding those facilities operated in active use by the school department or where by law the jurisdiction and control is vested in another board or department.



- G. To prepare and present to the board of selectmen an annual operating budget for the town and develop material for the preparation of a proposed capital improvement plan for the next 5 fiscal years, with the assistance of any committee that may be created by bylaw for such purposes.
- H. To assure that a complete inventory of all property of the town, both real and personal, is kept, excluding property under the control of the library trustees or school committee.
- I. To negotiate, on behalf of the board of selectmen, all contracts involving wages, hours and other terms and conditions of employment and collective bargaining agreements; provided, however, that all such contracts and agreements shall be subject to the approval of the board of selectmen.
- J. To be the chief procurement officer for the town, in accordance with the provisions of M.G.L. c. 30B, and be responsible for purchasing all supplies and services for all departments and activities of the town, including awarding and executing contracts therefor. The town manager shall be certified by the inspector general as a Massachusetts certified public purchasing official, or receive a similar certification, at the time of initial appointment or within a reasonable period of time following such appointment. The town manager shall report to the board of selectmen any contracts signed under the authority of this section.
- K. To execute warrants for payment of bills and payrolls prepared by the town accountant in accordance with the provisions of section 56 of chapter 41 of the General Laws, and to report the same to the board of selectmen at the first meeting following such action; provided, however, in the event of a temporary or permanent vacancy in the office of the town administrator, the board of selectmen shall have sole authority to sign such warrants.
- L. To see that the provisions of this act, town by-laws, and other votes of the town meeting and of the board of selectmen which require enforcement by the town manager are faithfully performed.
- M. To inquire, at any time, into the conduct and operation of any office or performance of duties of any town officer, employee, department, or multiple-member body.
- N. To attend all sessions of all town meetings and, when authorized by the moderator, answer questions raised by voters relating to warrant articles and matters over which the town manager exercises any supervision.
- O. To, with the approval of the board of selectmen, reorganize, consolidate, or abolish, in whole or in part, town departments under the supervision of the town manager, provide for new town departments, subject to any appropriation required therefor, and provide for a reassignment of powers, duties and responsibilities among such departments so established or existing, provided, however, that except as expressly otherwise provided herein, no authority or responsibility assigned by the general laws may be so reorganized, consolidated or abolished.
- P. To facilitate communications, coordination, and operations between and amongst town departments serving under the town manager, board of selectmen, and other officers and multiple member bodies elected directly by the voters, and in that regard, shall have authority to reasonably require appointed and elected officers of the town or their representatives to meet with the town manager from time to time. The town manager shall have the right to attend and speak at any meeting of any multiple member body, but shall not have the right to vote.
- Q. To seek state, federal, regional and all other grants that may be of benefit to the town. The town manager shall review and, following notification to the board of selectmen, approve all grant applications otherwise requiring approval of the board of selectmen.

R. To, with the approval of the board of selectmen and finance committee, transfer the appropriation of one town department or agency to another, so far as is consistent with the use for which the funds were voted by the Town.

S. To perform any other duties required to be performed by the town manager by by-law or vote of the board of selectmen, and, if an assistant town manager is appointed, may delegate any of the duties and responsibilities hereunder to such assistant; provided, however, that the actions of the assistant shall be deemed to be those of the town manager.

T. To ensure that the board of selectmen is fully informed of the town's emergency preparedness planning. In time of public danger or emergency, the town manager, in collaboration with the emergency management director, shall direct and oversee management of town resources pursuant to any applicable state law, regulation, or other protocol, directive, or agreement to which the town is a signatory or participant. Should the town manager be unavailable, the emergency management director shall perform such duties as may be necessary.

U. To take such other action, consistent with this Special Act, as may be authorized by vote of the board of selectmen.

SECTION 4. Should an assistant town manager be appointed in accordance with section 3(A) of this act, the assistant town manager shall exercise the powers and perform the duties of the town manager during an absence of the town manager of not more than 15 days; otherwise, the town manager, with the approval of the board of selectmen, shall by letter filed with the town clerk and board of selectmen, designate another qualified town officer or employee to serve in such capacity.

SECTION 5. Any vacancy in the office of town manager shall be filled as soon as possible by the Tyngsborough board of selectmen, but, pending such regular appointment, the board of selectmen shall appoint a qualified town officer, employee, or individual, who may but need not be the assistant town manager, if any, to perform the duties of the office on an acting basis, and who shall be referred to as the acting town manager. Such temporary appointment may not exceed 3 months, but no more than 2 additional 3-month renewals may be approved by the board of selectmen. Compensation for such person shall be set by the board of selectmen within the amount approved by town meeting for the position of town manager.

SECTION 6. The powers and duties of a temporary or acting town manager under sections 4 and 5 of this act shall be limited to matters not admitting of delay and shall include authority to make temporary, emergency appointments or designations to town office or employment but not to make permanent appointments or designations.

SECTION 7. The Tyngsborough board of selectmen may by a vote of no less than 4 of its members, terminate the town manager for cause at any time after the opportunity for a hearing for which the town manager received at least 10 days prior written notice; the board of selectmen may place the town manager on paid administrative leave pending such hearing. The action of the board of selectmen in suspending or removing the town manager shall be final, it being the intention of this provision to vest all authority and fix all responsibility for such suspension or removal solely in the board of selectmen.

SECTION 8. When a vacancy exists in the office of town manager, the board of selectmen shall establish a screening committee to review applicants for the position of town manager; provided, however, that in the alternative, it may adopt a preliminary resolution that a screening committee is not required, and by a vote of no less than 4 of its members, make a direct appointment of a candidate, including the assistant town manager, if any, meeting the qualifications set forth in section 1 of this act.



If a screening committee is appointed under the first clause of this section, it shall consist 5 or 7 persons who live or work in the town, representing to the extent possible a broad demographic and occupational base. No more than two members of the board of selectmen shall serve on the committee.

A. The screening committee shall review all applications received by it, screening qualified candidates to the extent permitted by law, and provide for interviews to be conducted with such number of candidates it deems to be necessary and appropriate.

B. The committee shall submit to the board of selectmen the names, in no particular order, of a minimum of 3 persons whom it has determined to be best suited to perform the duties of the town manager.

C. By majority vote of the entire board of selectmen, one such nominee may be selected to serve as town manager. Or, if none of the nominees is selected, the board of selectmen may reconvene a new screening committee or chose an alternative method of reviewing applicants in accordance with the first paragraph of this section.

D. Upon the appointment of a town manager or the appointment of a new screening committee as set forth in section 8(c), the screening committee shall be considered discharged.

SECTION 9. The incumbent town administrator in office as of the effective date of this act shall be the first town manager, and shall continue in office until the town manager's non-reappointment, resignation, retirement, removal in accordance with the provisions of sections 1 or 7 of this act. At that time, appointment of a new town manager shall be undertaken in accordance with section 8 of this act.

SECTION 10. This act shall take effect upon passage.

**Motion:** To withdraw the Article.

**Action:** Does carry unanimously.

Motion to adjourn.

Meeting adjourned at 11:02 am.

Attest: A true copy.

Joanne Shifres  
Town Clerk

**Exhibit A FY21 Budget Request**

	FY 2020	FY 2021	FY 2021	\$
	BUDGET	DEPT REQUEST	RECOMMENDED	CHANGE from FY20
(001) GENERAL FUND				\$ -
(114) MODERATOR				\$ -
(001) SALARIES & WAGES	\$ 500	\$ 500	\$ -	\$ (500)
(114) MODERATOR Total	<u>\$ 500</u>	<u>\$ 500</u>	<u>\$ -</u>	<u>\$ (500)</u>



				\$
				-
<b>(122) SELECTMEN</b>				\$
(001) SALARIES & WAGES	\$ 65,555		\$ -	(65,555)
(007) EXPENSES	\$ 27,500	\$ 27,500	\$ 27,500	\$
(008) CAPITAL			\$ -	-
<b>(122) SELECTMEN Total</b>	<b><u>\$ 93,055</u></b>	<b><u>\$ 27,500</u></b>	<b><u>\$ 27,500</u></b>	\$
<b>(123) TOWN ADMINISTRATOR</b>				-
(001) SALARIES & WAGES	\$ 233,500	\$ 303,005	\$ 303,005	69,505
(007) EXPENSES	\$ 9,500	\$ 9,002	\$ 9,002	\$
<b>(123) TOWN ADMINISTRATOR Total</b>	<b><u>\$ 243,000</u></b>	<b><u>\$ 312,007</u></b>	<b><u>\$ 312,007</u></b>	(498)
<b>(131) FINANCE &amp; ADVISORY COMMITTEE</b>				\$
(007) EXPENSES	\$ 825	\$ 825	\$ 825	69,007
<b>(131) FINANCE &amp; ADVISORY COMMITTEE Total</b>	<b><u>\$ 825</u></b>	<b><u>\$ 825</u></b>	<b><u>\$ 825</u></b>	\$
<b>(132) RESERVE FUND</b>				-
(007) EXPENSES	\$ 50,000	\$ 50,000	\$ 50,000	\$
<b>(132) RESERVE FUND Total</b>	<b><u>\$ 50,000</u></b>	<b><u>\$ 50,000</u></b>	<b><u>\$ 50,000</u></b>	-
<b>(135) TOWN ACCOUNTANT</b>				\$
(001) SALARIES & WAGES	\$ 150,163	\$ 155,074	\$ 150,074	-
(007) EXPENSES	\$ 28,723	\$ 31,108	\$ 31,108	\$
<b>(135) TOWN ACCOUNTANT Total</b>	<b><u>\$ 178,886</u></b>	<b><u>\$ 186,182</u></b>	<b><u>\$ 181,182</u></b>	(89)
<b>(136) MUNICIPAL AUDIT</b>				\$
(002) CONTRACT SERVICES	\$ 32,000	\$ 32,000	\$ 32,000	2,385
(002) CONTRACT SERVICES-ACTUARIAL VAL	\$ 12,000	\$ -	\$ -	\$
<b>(136) MUNICIPAL AUDIT Total</b>	<b><u>\$ 44,000</u></b>	<b><u>\$ 32,000</u></b>	<b><u>\$ 32,000</u></b>	2,296
<b>(141) ASSESSORS DEPARTMENT</b>				\$
(001) SALARIES & WAGES	\$ 117,736	\$ 120,052	\$ 120,052	-
(007) EXPENSES	\$ 23,500	\$ 26,773	\$ 26,773	\$
<b>(141) ASSESSORS DEPARTMENT Total</b>	<b><u>\$ 141,236</u></b>	<b><u>\$ 146,825</u></b>	<b><u>\$ 146,825</u></b>	2,316
<b>(142) REVALUATION</b>				\$
(007) EXPENSES	\$ 24,500	\$ 24,500	\$ 24,500	3,273
<b>(142) REVALUATION Total</b>	<b><u>\$ 24,500</u></b>	<b><u>\$ 24,500</u></b>	<b><u>\$ 24,500</u></b>	\$
<b>(145) TREASURER'S DEPARTMENT</b>				5,589

(001) SALARIES & WAGES	\$ 160,247	\$ 165,959	\$ 103,965	\$ (56,282)
(007) EXPENSES	\$ 32,100	\$ 43,285	\$ 43,285	\$ 11,185
(007) EXPENSES-TAX LIEN	\$ -	\$ -	\$ -	\$ -
<b>(145) TREASURER'S DEPARTMENT Total</b>	<b><u>\$ 192,347</u></b>	<b><u>\$ 209,244</u></b>	<b><u>\$ 147,250</u></b>	<b>(45,097)</b>
<b>(146) COLLECTOR'S DEPARTMENT</b>				\$ -
(001) SALARIES & WAGES	\$ 48,125	\$ 49,368	\$ 81,362	\$ 33,237
(007) EXPENSES	\$ 47,134	\$ 49,560	\$ 49,560	\$ 2,426
(007) EXPENSES-TAX LIEN				\$ -
<b>(146) COLLECTOR'S DEPARTMENT Total</b>	<b><u>\$ 95,259</u></b>	<b><u>\$ 98,928</u></b>	<b><u>\$ 130,922</u></b>	<b>35,663</b>
<b>(151) LEGAL</b>				\$ -
(002) CONTRACT SERVICES	\$ 49,500	\$ 49,500	\$ 49,500	\$ -
(007) EXPENSES	\$ -	\$ -	\$ -	\$ -
<b>(151) LEGAL Total</b>	<b><u>\$ 49,500</u></b>	<b><u>\$ 49,500</u></b>	<b><u>\$ 49,500</u></b>	<b>-</b>
<b>(152) PERSONNEL</b>				\$ -
(001) SALARIES & WAGES	\$ 65,353	\$ 75,000	\$ 66,660	\$ 1,307
(007) EXPENSES	\$ 20,259	\$ 20,259	\$ 20,259	\$ -
<b>(152) PERSONNEL Total</b>	<b><u>\$ 85,612</u></b>	<b><u>\$ 95,259</u></b>	<b><u>\$ 86,919</u></b>	<b>1,307</b>
<b>(159) OTHER LEGAL SERVICES</b>				\$ -
(002) CONTRACT SERVICES	\$ 49,000	\$ 64,000	\$ 64,000	\$ 15,000
(007) EXPENSES	\$ -			\$ -
<b>(159) OTHER LEGAL SERVICES Total</b>	<b><u>\$ 49,000</u></b>	<b><u>\$ 64,000</u></b>	<b><u>\$ 64,000</u></b>	<b>15,000</b>
<b>(160) TOWN CLERK</b>				\$ -
(001) SALARIES & WAGES	\$ 96,663	\$ 98,339	\$ 98,339	\$ 1,676
(007) EXPENSES	\$ 1,760	\$ 1,770	\$ 1,770	\$ 10
(008) CAPITAL				\$ -
<b>(160) TOWN CLERK Total</b>	<b><u>\$ 98,423</u></b>	<b><u>\$ 100,109</u></b>	<b><u>\$ 100,109</u></b>	<b>1,686</b>
<b>(162) ELECTIONS &amp; REGISTRATIONS</b>				\$ -
(001) SALARIES & WAGES	\$ 10,650	\$ 14,304	\$ 14,304	\$ 3,654
(007) EXPENSES	\$ 21,050	\$ 25,215	\$ 25,215	\$ 4,165
<b>(162) ELECTIONS &amp; REGISTRATIONS Total</b>	<b><u>\$ 31,700</u></b>	<b><u>\$ 39,519</u></b>	<b><u>\$ 39,519</u></b>	<b>7,819</b>
<b>(169) LICENSING</b>				\$ -

(007) EXPENSES	\$ 450	\$ 450	\$ 450	\$ -
<b>(169) LICENSING Total</b>	<b><u>\$ 450</u></b>	<b><u>\$ 450</u></b>	<b><u>\$ 450</u></b>	<b>\$ -</b>
<b>(171) CONSERVATION COMMISSION</b>				<b>\$ -</b>
(001) SALARIES & WAGES	\$ 84,130	\$ 89,018	\$ 86,723	\$ 2,593
(007) EXPENSES	\$ 4,960	\$ 15,350	\$ 7,050	\$ 2,090
<b>(171) CONSERVATION COMMISSION Total</b>	<b><u>\$ 89,090</u></b>	<b><u>\$ 104,368</u></b>	<b><u>\$ 93,773</u></b>	<b>\$ 4,683</b>
<b>(175) PLANNING BOARD</b>				<b>\$ -</b>
(001) SALARIES & WAGES	\$ 101,211	\$ 103,565	\$ 95,815	\$ (5,396)
(007) EXPENSES	\$ 9,650	\$ 7,300	\$ 7,300	\$ (2,350)
<b>(175) PLANNING BOARD Total</b>	<b><u>\$ 110,861</u></b>	<b><u>\$ 110,865</u></b>	<b><u>\$ 103,115</u></b>	<b>\$ (7,746)</b>
<b>(176) ZONING BOARD OF APPEALS</b>				<b>\$ -</b>
(001) SALARIES & WAGES	\$ 3,587	\$ 3,813	\$ 3,813	\$ 226
(007) EXPENSES	\$ 4,950	\$ 3,850	\$ 3,850	\$ (1,100)
<b>(176) ZONING BOARD OF APPEALS Total</b>	<b><u>\$ 8,537</u></b>	<b><u>\$ 7,663</u></b>	<b><u>\$ 7,663</u></b>	<b>\$ (874)</b>
<b>(179) STORM WATER</b>				<b>\$ -</b>
(001) SALARIES & WAGES	\$ 6,000	\$ 6,680	\$ 6,680	\$ 680
(007) EXPENSES	\$ -	\$ 130,000	\$ 71,500	\$ 71,500
<b>(179) STORM WATER Total</b>	<b><u>\$ 6,000</u></b>	<b><u>\$ 136,680</u></b>	<b><u>\$ 78,180</u></b>	<b>\$ 72,180</b>
<b>(192) PUBLIC BUILDINGS &amp; PROPERTY</b>				<b>\$ -</b>
(001) SALARIES & WAGES	\$ -	\$ -	\$ -	\$ -
(007) EXPENSES	\$ 144,811	\$ 157,811	\$ 142,811	\$ (2,000)
(008) CAPITAL		\$ -	\$ -	\$ -
<b>(192) PUBLIC BUILDINGS &amp; PROPERTY Total</b>	<b><u>\$ 144,811</u></b>	<b><u>\$ 157,811</u></b>	<b><u>\$ 142,811</u></b>	<b>\$ -</b>
<b>(193) INFORMATION TECHNOLOGY</b>				<b>\$ -</b>
(001) SALARIES & WAGES	\$ 76,019	\$ 98,906	\$ 79,250	\$ 3,231
(007) EXPENSES	\$ 99,870	\$ 107,015	\$ 107,015	\$ 7,145
(008) CAPITAL			\$ -	\$ -
<b>(193) INFORMATION TECHNOLOGY Total</b>	<b><u>\$ 175,889</u></b>	<b><u>\$ 205,921</u></b>	<b><u>\$ 186,265</u></b>	<b>\$ 10,376</b>
<b>(195) TOWN REPORTS</b>				<b>\$ -</b>
(007) EXPENSES	\$ 500	\$ 600	\$ 600	\$ 100
<b>(195) TOWN REPORTS Total</b>	<b><u>\$ 500</u></b>	<b><u>\$ 600</u></b>	<b><u>\$ 600</u></b>	<b>\$ 100</b>



				\$
<b>(199) MEDIA &amp; TECHNOLOGY</b>		-	-	-
				\$
(001) SALARIES & WAGES	\$ 120,904	\$ 139,390	\$ 128,544	7,640
				\$
(007) EXPENSES	\$ 38,990	\$ 19,764	\$ 19,764	(19,226)
				\$
(008) CAPITAL	\$ -	\$ -	\$ -	-
				\$
<b>(199) MEDIA &amp; TECHNOLOGY Total</b>	<b><u>\$ 159,894</u></b>	<b><u>\$ 159,154</u></b>	<b><u>\$ 148,308</u></b>	<b>(11,586)</b>
				\$
<b>(210) POLICE DEPARTMENT</b>				-
				\$
(001) SALARIES & WAGES	\$2,389,541	\$ 2,427,898	\$ 2,310,985	(78,556)
				\$
(007) EXPENSES	\$ 313,025	\$ 334,240	\$ 318,940	5,915
				\$
(008) CAPITAL				-
				\$
<b>(210) POLICE DEPARTMENT Total</b>	<b><u>\$2,702,566</u></b>	<b><u>\$ 2,762,138</u></b>	<b><u>\$ 2,629,925</u></b>	<b>(72,641)</b>
				\$
<b>(211) POLICE STATION</b>				-
				\$
(001) SALARIES & WAGES	\$ 28,383	\$ 28,800	\$ 28,800	417
				\$
(007) EXPENSES	\$ 38,300	\$ 38,300	\$ 38,300	-
				\$
(008) CAPITAL				-
				\$
<b>(211) POLICE STATION Total</b>	<b><u>\$ 66,683</u></b>	<b><u>\$ 67,100</u></b>	<b><u>\$ 67,100</u></b>	<b>417</b>
				\$
<b>(215) COMMUNICATIONS CENTER</b>				-
				\$
(001) SALARIES & WAGES	\$ 429,789	\$ 443,255	\$ 443,255	13,466
				\$
(007) EXPENSES	\$ 64,750	\$ 64,750	\$ 64,750	-
				\$
(008) CAPITAL				-
				\$
<b>(215) COMMUNICATIONS CENTER Total</b>	<b><u>\$ 494,539</u></b>	<b><u>\$ 508,005</u></b>	<b><u>\$ 508,005</u></b>	
				\$
<b>(216) SRO PROGRAM</b>				-
				\$
(001) SALARIES & WAGES	\$ 317,265	\$ 331,431	\$ 331,431	14,166
				\$
(007) EXPENSES	\$ 15,060	\$ 16,060	\$ 16,060	1,000
				\$
<b>(216) SRO DEPARTMENT Total</b>	<b><u>\$ 332,325</u></b>	<b><u>\$ 347,491</u></b>	<b><u>\$ 347,491</u></b>	<b>15,166</b>
				\$
<b>(220) FIRE DEPARTMENT</b>				-
				\$
(001) SALARIES & WAGES-PERMANENT	\$ 750,962	\$ 826,521	\$ 807,196	56,234
				\$
(001) SALARIES & WAGES-CALL FIRE				-
				\$
(007) EXPENSES	\$ 187,260	\$ 193,510	\$ 193,510	6,250
				\$
(008) CAPITAL				-
				\$
<b>(220) FIRE DEPARTMENT Total</b>	<b><u>\$ 938,222</u></b>	<b><u>\$ 1,020,031</u></b>	<b><u>\$ 1,000,706</u></b>	<b>62,484</b>
				\$
<b>(241) BUILDING INSPECTION</b>				-

				\$
(001) SALARIES & WAGES	\$ 118,729	\$ 125,978	\$ 125,978	7,249
(007) EXPENSES	\$ 22,355	\$ 22,555	\$ 22,555	200
(008) CAPITAL				\$
				-
				\$
<b>(241) BUILDING INSPECTION Total</b>	<b><u>\$ 141,084</u></b>	<b><u>\$ 148,533</u></b>	<b><u>\$ 148,533</u></b>	7,449
				\$
<b>(242) GAS INSPECTION</b>				-
				\$
(001) SALARIES & WAGES	\$ 27,616	\$ 28,123	\$ 28,123	507
(007) EXPENSES				\$
				-
<b>(242) GAS INSPECTION Total</b>	<b><u>\$ 27,616</u></b>	<b><u>\$ 28,123</u></b>	<b><u>\$ 28,123</u></b>	
				\$
<b>(243) PLUMBING INSPECTION</b>		-	-	-
				\$
(001) SALARIES & WAGES	\$ -	\$ -	\$ -	-
(007) EXPENSES		-	-	\$
				-
<b>(243) PLUMBING INSPECTION Total</b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	-
				\$
<b>(245) ELECTRICAL INSPECTION</b>		-	-	-
				\$
(001) SALARIES & WAGES	\$ 27,616	\$ 28,123	\$ 28,123	507
(007) EXPENSES		\$ -	-	\$
				-
<b>(243) ELECTRICAL INSPECTION Total</b>	<b><u>\$ 27,616</u></b>	<b><u>\$ 28,123</u></b>	<b><u>\$ 28,123</u></b>	
				\$
<b>(291) EMERGENCY MANAGEMENT</b>				-
				\$
(001) SALARIES & WAGES	\$ 1,500	\$ 1,500	\$ 1,500	-
(007) EXPENSES	\$ 800	\$ 1,200	\$ 800	\$
				-
<b>(291) EMERGENCY MANAGEMENT Total</b>	<b><u>\$ 2,300</u></b>	<b><u>\$ 2,700</u></b>	<b><u>\$ 2,300</u></b>	-
				\$
<b>(292) ANIMAL CONTROL</b>				-
				\$
(001) SALARIES & WAGES	\$ 42,657	\$ 43,510	\$ 43,510	853
(007) EXPENSES	\$ 500	\$ 500	\$ 500	\$
				-
<b>(292) ANIMAL CONTROL Total</b>	<b><u>\$ 43,157</u></b>	<b><u>\$ 44,010</u></b>	<b><u>\$ 44,010</u></b>	
				\$
<b>(294) FORESTRY</b>				-
				\$
(002) CONTRACT SERVICES	\$ 5,500	\$ 5,500	\$ 5,500	-
(007) EXPENSES	\$ 4,500	\$ 4,500	\$ 4,500	\$
				-
<b>(294) FORESTRY Total</b>	<b><u>\$ 10,000</u></b>	<b><u>\$ 10,000</u></b>	<b><u>\$ 10,000</u></b>	-
				\$
				-
				\$
<b>(300) SCHOOL DEPARTMENT</b>				-
				\$
(001) SALARIES & WAGES	#####	\$ 16,315,727	\$ 16,280,428	(4,560,022)
				\$
(007) EXPENSES		\$ 4,898,173	\$ 4,898,173	4,898,173

(008) CAPITAL				\$ -
				\$ -
<b>(300) SCHOOL DEPARTMENT Total</b>	<b>#####</b>	<b>\$ 21,213,900</b>	<b>\$ 21,178,601</b>	<b>338,151</b>
	\$ 19,932,248	\$ 373,450	\$ 19,932,248	\$ -
				\$ -
<b>(301) REGIONAL SCHOOL</b>				\$ -
				\$ -
(007) GREATER LOWELL	\$1,408,247	\$ 1,488,447	\$ 1,488,447	80,200
				\$ -
(007) ESSEX NORTH TECH				\$ -
<b>(301) REGIONAL SCHOOL Total</b>	<b><u>\$1,408,247</u></b>	<b><u>\$ 1,488,447</u></b>	<b><u>\$ 1,488,447</u></b>	<b>\$ -</b>
				\$ -
<b>(410) ENGINEERING</b>				\$ -
				\$ -
(001) SALARIES & WAGES	\$ -	104,000	\$ 104,000	104,000
				\$ -
(007) EXPENSES	\$ 5,000	\$ 157,488	\$ 107,488	102,488
				\$ -
(008) CAPITAL		\$ -	\$ -	\$ -
<b>(410) ENGINEERING Total</b>	<b><u>\$ 5,000</u></b>	<b><u>\$ 261,488</u></b>	<b><u>\$ 211,488</u></b>	<b>206,488</b>
				\$ -
<b>(421) HIGHWAY &amp; STREETS DEPARTMENT</b>				\$ -
				\$ -
(001) SALARIES & WAGES	\$ 25,663	\$ 26,227	\$ 26,227	564
				\$ -
(007) EXPENSES	\$ 24,130	\$ 27,130	\$ 24,130	\$ -
				\$ -
(008) CAPITAL				\$ -
<b>(421) HIGHWAY &amp; STREETS DEPARTMENT Total</b>	<b><u>\$ 49,793</u></b>	<b><u>\$ 53,357</u></b>	<b><u>\$ 50,357</u></b>	<b>564</b>
				\$ -
<b>(422) HIGHWAY &amp; STREETS CONSTRUCTION</b>				\$ -
				\$ -
(001) SALARIES & WAGES	\$ 648,435	\$ 695,523	\$ 585,902	(62,533)
				\$ -
(007) EXPENSES	\$ 145,000	\$ 140,000	\$ 140,000	(5,000)
				\$ -
(008) CAPITAL	\$ 100,000	\$ -	\$ -	(100,000)
				\$ -
<b>(422) HIGHWAY &amp; STREETS CONSTRUCTION Total</b>	<b><u>\$ 893,435</u></b>	<b><u>\$ 835,523</u></b>	<b><u>\$ 725,902</u></b>	<b>(167,533)</b>
				\$ -
<b>(423) SNOW &amp; ICE</b>				\$ -
				\$ -
(001) SALARIES & WAGES	\$ 37,500	\$ 37,500	\$ 37,500	\$ -
				\$ -
(007) EXPENSES	\$ 212,500	\$ 212,500	\$ 212,500	\$ -
				\$ -
<b>(423) SNOW &amp; ICE Total</b>	<b><u>\$ 250,000</u></b>	<b><u>\$ 250,000</u></b>	<b><u>\$ 250,000</u></b>	<b>\$ -</b>
				\$ -
<b>(424) STREET LIGHTING</b>				\$ -
				\$ -
(007) EXPENSES	\$ 40,000	\$ 40,000	\$ 40,000	\$ -
				\$ -
<b>(424) STREET LIGHTING Total</b>	<b><u>\$ 40,000</u></b>	<b><u>\$ 40,000</u></b>	<b><u>\$ 40,000</u></b>	<b>\$ -</b>
				\$ -
<b>(425) VEHICLE MAINTENANCE</b>				\$ -
				\$ -
(007) EXPENSES	\$ 81,750	\$ 81,750	\$ 81,750	\$ -



<b>(425) VEHICLE MAINTENANCE Total</b>	<b><u>\$ 81,750</u></b>	<b><u>\$ 81,750</u></b>	<b><u>\$ 81,750</u></b>	\$ -
<b>(430) WASTE COLLECTION &amp; DISPOSAL</b>		-	-	\$ -
(001) SALARIES & WAGES	\$ 500	\$ 500	\$ 500	\$ -
(007) EXPENSES	\$ 961,247	\$ 986,690	\$ 986,690	\$ 25,443
<b>(430) WASTE COLLECTION &amp; DISPOSAL Total</b>	<b><u>\$ 961,747</u></b>	<b><u>\$ 987,190</u></b>	<b><u>\$ 987,190</u></b>	\$ -
<b>(491) CEMETERY</b>				\$ -
(001) SALARIES & WAGES	\$ 25,765	\$ 26,280	\$ 26,280	\$ 515
(007) EXPENSES	\$ 12,150	\$ 12,150	\$ 12,150	\$ -
(008) CAPITAL				\$ -
<b>(491) CEMETERY Total</b>	<b><u>\$ 37,915</u></b>	<b><u>\$ 38,430</u></b>	<b><u>\$ 38,430</u></b>	\$ 515
<b>(510) HEALTH DEPARTMENT</b>				\$ -
(001) SALARIES & WAGES	\$ 80,904	\$ 118,759	\$ 91,185	\$ 10,281
(007) EXPENSES	\$ 29,950	\$ 31,250	\$ 31,250	\$ 1,300
<b>(510) HEALTH DEPARTMENT Total</b>	<b><u>\$ 110,854</u></b>	<b><u>\$ 150,009</u></b>	<b><u>\$ 122,435</u></b>	\$ 11,581
<b>(520) OTHER CLINICAL SERVICES</b>				\$ -
(007) EXPENSES	\$ 200	\$ 200	\$ 200	\$ -
<b>(520) OTHER CLINICAL SERVICES Total</b>	<b><u>\$ 200</u></b>	<b><u>\$ 200</u></b>	<b><u>\$ 200</u></b>	\$ -
<b>(541) COUNCIL ON AGING</b>				\$ -
(001) SALARIES & WAGES	\$ 117,044	\$ 119,606	\$ 119,606	\$ 2,562
(007) EXPENSES	\$ 24,160	\$ 24,160	\$ 24,160	\$ -
<b>(541) COUNCIL ON AGING Total</b>	<b><u>\$ 141,204</u></b>	<b><u>\$ 143,766</u></b>	<b><u>\$ 143,766</u></b>	\$ -
<b>(543) VETERANS' DEPARTMENT</b>				\$ -
(001) SALARIES & WAGES	\$ 81,042	\$ 82,628	\$ 74,628	\$ (6,414)
(007) VETERANS BENEFITS	\$ 210,000	\$ 210,000	\$ 210,000	\$ -
(007) EXPENSES	\$ 4,350	\$ 4,350	\$ 4,350	\$ -
<b>(543) VETERANS' DEPARTMENT Total</b>	<b><u>\$ 295,392</u></b>	<b><u>\$ 296,978</u></b>	<b><u>\$ 288,978</u></b>	\$ -
<b>(610) LIBRARY DEPARTMENT</b>				\$ -
(001) SALARIES & WAGES	\$ 276,363	\$ 280,959	\$ 280,959	\$ 4,596
(007) EXPENSES	\$ 102,392	\$ 105,085	\$ 105,085	\$ 2,693
(008) CAPITAL				\$ -
<b>(610) LIBRARY DEPARTMENT Total</b>	<b><u>\$ 378,755</u></b>	<b><u>\$ 386,044</u></b>	<b><u>\$ 386,044</u></b>	\$ 7,289
<b>(630) RECREATION</b>				\$ -

(001) SALARIES & WAGES	\$ 63,045	\$ 71,039	\$ 64,306	\$ 1,261
(007) EXPENSES	\$ 85,345	\$ 85,450	\$ 85,450	\$ 105
(007) EXPENSES - BICENTENNIAL FIELDS				\$ -
<b>(630) RECREATION Total</b>	<b><u>\$ 148,390</u></b>	<b><u>\$ 156,489</u></b>	<b><u>\$ 149,756</u></b>	<b><u>1,366</u></b>
<b>(691) HISTORIC COMMISSION</b>				\$ -
(007) EXPENSES	\$ 900	\$ 900	\$ 900	\$ -
<b>(691) HISTORIC COMMISSION Total</b>	<b><u>\$ 900</u></b>	<b><u>\$ 900</u></b>	<b><u>\$ 900</u></b>	<b><u>-</u></b>
<b>(692) MEMORIAL DAY COMMITTEE</b>				\$ -
(007) EXPENSES	\$ 900	\$ 900	\$ 900	\$ -
<b>(692) MEMORIAL DAY COMMITTEE Total</b>	<b><u>\$ 900</u></b>	<b><u>\$ 900</u></b>	<b><u>\$ 900</u></b>	<b><u>-</u></b>
	80.00%	0.00%	\$ -	\$ (1)
<b>(710) DEBT</b>				\$ -
DEBT-(LT - NON-EXEMPT)	\$ 330,073	\$ 353,550	\$ 353,550	\$ 23,477
DEBT -(LT - EXEMPT)	\$ 680,000	\$ 320,000	\$ 320,000	\$ (360,000)
DEBT SWAP - SEWER DEPT	\$ -			\$ -
SEWER PHASE II GF SUBSIDY	\$ -			\$ -
SHORT TERM BORROWING	\$ -			\$ -
<b>(710) DEBT Total</b>	<b><u>\$1,010,073</u></b>	<b><u>\$ 673,550</u></b>	<b><u>\$ 673,550</u></b>	<b><u>(336,523)</u></b>
<b>(751) DEBT INT</b>				\$ -
INT-(LT - NON-EXEMPT)	\$ 37,778	\$ 101,800	\$ 101,800	\$ 64,023
INT-(LT - EXEMPT)	\$ 78,724	\$ 58,701	\$ 58,701	\$ (20,023)
DEBT SWAP - SEWER DEPT	\$ 5,018	\$ -	\$ -	\$ (5,018)
SHORT TERM BORROWING	\$ 115,434	\$ 6,000	\$ 6,000	\$ (109,434)
<b>(751) DEBT INT Total</b>	<b><u>\$ 236,953</u></b>	<b><u>\$ 166,501</u></b>	<b><u>\$ 166,501</u></b>	<b><u>(70,452)</u></b>
<b>(820) CHERRY SHEET OFFSETS (RESERVE FOR DIRECT EXP)</b>				\$ -
(007) EXPENSES	\$ 336,424	\$ 295,829	\$ 295,829	\$ (40,595)
<b>(820) CHERRY OFFSETS Total</b>	<b><u>\$ 336,424</u></b>	<b><u>\$ 295,829</u></b>	<b><u>\$ 295,829</u></b>	<b><u>-</u></b>
<b>(752) SHORT TERM DEBT INT</b>				\$ -
DEBT INT-(ST NOTES - NON-EXEMPT)	\$ 35,000		\$ -	\$ (35,000)
DEBT INT ON TAX REFUNDS				\$ -
<b>(752) SHORT TERM DEBT INT Total</b>	<b><u>\$ 35,000</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>-</u></b>

<b>(840) OTHER INTERGOVERNMENTAL</b>				\$ -
				\$ -
(007) EXPENSES - NMCOG ASSESSMENT	\$ 3,642	\$ 3,660	\$ 3,660	18
<b>(840) OTHER INTERGOVERNMENTAL Total</b>				<u>\$ 3,642</u> <u>\$ 3,660</u> <u>\$ 3,660</u> 18
<b>(900) TRANSFERS</b>				\$ -
				\$ -
(007) EXPENSES - TRNSFR FROM GF	\$ -	\$ 202,500	\$ 202,500	202,500
<b>(900) TRANSFERS Total</b>				<u>\$ -</u> <u>\$ 202,500</u> <u>\$ 202,500</u>
<b>(910) EMPLOYEE BENEFITS</b>				\$ -
				\$ -
(007) EXPENSES - COUNTY RETIREMENT	\$2,014,919	\$ 2,152,711	\$ 2,152,711	137,792
(007) EXPENSES - WORKER'S COMP	\$ 186,792	\$ 186,792	\$ 186,792	-
(007) EXPENSES - UNEMPLOYMENT	\$ 50,000	\$ 50,000	\$ 50,000	-
(007) EXPENSES - HEALTH INSURANCE	\$4,075,150	\$ 4,075,150	\$ 3,965,150	(110,000)
(007) EXPENSES - LIFE INSURANCE	\$ 2,754	\$ 2,754	\$ 2,754	-
(007) EXPENSES - SS & FICA	\$ 328,445	\$ 338,298	\$ 338,298	9,853
<b>(910) EMPLOYEE BENEFITS Total</b>				<u>\$6,658,060</u> <u>\$ 6,805,705</u> <u>\$ 6,695,705</u> 37,645
<b>(940) OTHER UNCLASSIFIED</b>				\$ -
				\$ -
(007) EXPENSES - PROPERTY & LIABILITY	\$ 224,862	\$ 224,862	\$ 224,862	-
(007) EXPENSES - FIRE	\$ 41,556	\$ 43,633	\$ 43,633	2,077
(007) EXPENSES - POLICE ACCIDENT	\$ 65,716	\$ 69,002	\$ 69,002	3,286
(007) EXPENSES - INSURANCE DEDUCTIBLES		\$ -	\$ -	-
<b>(940) OTHER UNCLASSIFIED Total</b>				<u>\$ 332,134</u> <u>\$ 337,497</u> <u>\$ 337,497</u> 5,363
<b>TOTAL GENERAL FUND</b>				<u>#####</u> <u>\$ 42,157,278</u> <u>\$ 41,488,926</u> 371,725

General Government	\$2,073,875	\$ 2,320,410	\$ 2,154,223	80,348
Public Safety	\$4,786,108	\$ 4,966,254	\$ 4,814,316	28,208
Tyngsborough Public School	#####	\$ 21,213,900	\$ 21,178,601	338,151
Other Regional School Assessments	\$1,408,247	\$ 1,488,447	\$ 1,488,447	80,200
Public Works	\$2,319,640	\$ 2,547,738	\$ 2,385,118	65,478
Health & Human Services	\$ 547,650	\$ 590,953	\$ 555,379	7,729
Culture & Recreation	\$ 528,945	\$ 544,333	\$ 537,600	8,655



Debt Service	\$1,282,026	\$ 840,051	\$ 840,051	\$ (441,975)
Health & Life Insurance	\$4,077,904	\$ 4,077,904	\$ 3,967,904	\$ (110,000)
Pension Assessment	\$2,014,919	\$ 2,152,711	\$ 2,152,711	\$ 137,792
Workers Comp, Payroll Taxes & Unemployment	\$ 565,237	\$ 575,090	\$ 575,090	\$ 9,853
General Insurance	\$ 332,134	\$ 337,497	\$ 337,497	\$ 5,363
Cherry Sheet Offsets (School Choice & Library)	\$ 336,424	\$ 295,829	\$ 295,829	\$ (40,595)
Transfer to CIP or Stabilization	\$ -	\$ 202,500	\$ 202,500	\$ 202,500
Other	\$ 3,642	\$ 3,660	\$ 3,660	\$ 18
<b>Total</b>	<b>#####</b>	<b>\$ 42,157,278</b>	<b>\$ 41,488,926</b>	<b>\$ 371,725</b>
<b>TOTAL REVENUE &amp; AVAILABLE SOURCES</b>	<b>#####</b>	<b>\$ 41,911,941</b>	<b>\$ 41,874,775</b>	
<b>EXCESS LEVY PER ACTUAL / BUDGET</b>	<b>\$ 213,932</b>	<b>\$ (245,337)</b>	<b>\$ 385,849</b>	



